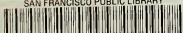


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SAN FRANCISCO
REAL ESTATE DEPARTMENT

ANNUAL REPORT

1968 - 1969

1969 - 1970

1970 - 1971

1975 - 1976

ANNUAL REPORT TO THE MAYOR

REAL ESTATE DEPARTMENT

CITY AND COUNTY OF SAN FRANCISCO

Fiscal Year 1968-1969

December 15, 1969



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REAL ESTATE DEPARTMENT

City and County of San Francisco

Fiscal Year 1968-1969

SUMMARY OF WORK ACCOMPLISHED

During the fiscal year 1968-1969, the Real Estate Department acquired real property for public use at a cost of \$3,118,129.00 of which \$2,125,976.00 was for the Midtown Park project, \$256,000.00 was for the Clay and Washington Streets Widening project, and \$550,000.00 was for the Fifth Street Extension project. Six parcels of surplus property were sold for a total of \$1,839,160.00.

The Real Estate Department appraised the City's interest and prepared legislation leading to the vacation of streets in 11 cases.

The City's interest was appraised and the City Attorney was assisted and advised in connection with 43 Condemnation cases wherein the City was named defendant. Additionally, numerous leases were negotiated for City Departments requiring additional space near the Civic Center and elsewhere throughout the City. The greatest number of these were for the Board of Education for special school projects. Others were for branch Library sites, FACE site offices, and offices for the Department of Social Services.

The Real Estate Department in furnishing loan and finance services for the Federally Assisted Code Enforcement (FACE) Program of the Department of Public Works had 125 Section 312 Loans approved in a total amount of \$978,955.00 during the fiscal year. Additionally, 57 Section 115 Grants in the amount of \$142,347.00 were submitted to and approved by the Director of Public Works. Since the start of the FACE Program, approximately 2.3 million dollars has been loaned or granted to persons affected by the FACE Program.

The Civic Auditorium and Brooks Hall rentals amounted to a total of \$208,907.67 and the Concession lease approved in December 1968 produced \$31,826.19, for a total income of \$240,733.86. The cost of operating the convention facilities totaled \$310,782.00.

The Real Estate Department received \$819,784.00 from the rental of surplus properties of which the largest rental was for \$306,000.00 from the lease of the Lincoln Building at Fifth and Market Streets. A total of \$217,158.00 was received from parking facilities, which included the leasing of stores in those parking facilities. A total of \$626,700.00 was paid for the rental of property leased by the City. This was primarily for branch Libraries, Neighborhood Health Centers, offices for the Department of Social Services, the Public Administrator, and City Planning. Special classroom facilities for the Board of Education in the Civic Center area cost an additional \$138,636.00.

During this fiscal year a greatly increased portion of the Real Estate Department's workload consisted of particularly complex and detailed assignments. Such assignments included: the appraisal and acquisition of the Midtown Park project for the Mayor's office; the appraisal and feasibility studies and call for proposals to acquire and lease Alcatraz Island for the Surplus Property Commission; the grant of scenic and recreational easements to the United States of America on 23,000 acres of Peninsula watershed lands of the Water Department; the jurisdictional transfer of portions of Hetch Hetchy project lands to the Board of Education for the Diamond Heights Senior High School; the Mini-Park acquisition program; the proposed sale of air rights over Mission-Bartlett Parking Plaza to the San Francisco Housing Authority for a senior citizens facility; street vacations in connection with the North Waterfront project; detailed appraisals in connection with garbage disposal incinerator sites; studies in connection with the joint development of the Commerce High School Playfield for Court House and Board of Education administration building.

During the fiscal year 1968-1969 this Department suffered a serious loss of personnel due to retirements and promotions to other departments. Philip L. Rezos, Director of Property, with 33 years of City service retired on April 1, 1969. Wallace Wortman, Assistant Director of Property was appointed Acting Director of Property, and Fred W. Schlichting, Senior Right of Way Agent, was appointed Acting Assistant Director of Property.

Subsequently, two Clerk Stenographers resigned and were replaced with inexperienced Clerk Stenographers.

Later in the year, two Right of Way Agents were promoted to positions in the Assessor's Office, and following this, Fred W. Schlichting retired, so that for a large part of the year the Department did not have an Assistant Director of Property. Also, there were only two Senior Right of Way Agents instead of three, and because one Right of Way Agent left for Military leave in January, the Department had only eight Right of Way Agents instead of eleven.

On July 1, 1969, Wallace Wortman was appointed Director of Property and Max J. Babin was appointed Assistant Director of Property from eligible lists previously established by the Civil Service Commission. Shortly thereafter, the Senior Clerk Stenographer acting as Secretary to the Director of Property retired.

The Civil Service Commission has given an examination for Senior Right of Way Agent and Right of Way Agent and a list of eligibles for these positions will be established before the end of this year. The two Senior Right of Way Agent positions will then be filled from the ranks of Right of Way Agents within the office, and these will be experienced people. However, this will leave four Right of Way Agent positions to be filled from outside department ranks, and it has been our experience that it requires more than one year of intensive training before a new man can perform his duties without close supervision.

A major problem confronting the Real Estate Department is that of the 20 members of the technical staff all but one are on an interdepartmental work order basis. The supporting clerical and accounting personnel are also on a work order basis. This means that whenever a City Department or the Board of Education requires the services of the Real Estate Department, those services must be paid for in advance by the department requiring those services. Those Departments must either budget yearly in advance or seek funds through supplemental appropriations in order to receive the services required. As a result, many functions cannot be performed by the Real Estate Department because of the time factor involved in making funds available and many City programs have suffered because of the delays involved in receiving technical assistance from the Real Estate Department.

A considerable saving in cost could be made in connection with the work of this department if many of the technical and supporting clerical staff were changed in status from interdepartmental work order to budgeted positions. The cost of providing services by the Real Estate Department would then appear on the Real Estate Department budget but would be eliminated from the budgets of the other departments and there would be a reduction in the high accounting and other overhead costs of allocating time against work orders. Most important, it would eliminate the costly delays which result from long periods during which work order funds are being made available. Most departments of the City have no allocated funds from which to pay for services which they require from the Real Estate Department. Many of our projects cannot be anticipated at budget preparation time. A few departments ask for an allotment each year in their proposed budgets. Almost invariably such budget items have been deleted or drastically reduced. This creates an intolerable situation where departments urgently require the services of the Real Estate Department and are unable to receive its services.

Many major projects such as the proposed acquisition and the leasing of Alcatraz Island for the Surplus Property Commission, analysis of the Haslett Warehouse and the Hyde Street Pier, studies of the Forts Mason, Miley, and Funston, and the Mini-Park programs could be handled much more expeditiously if work order funds were available or if they were not required. All these projects and others have been delayed due to lack of available work order funds when each project was initiated. This problem also exists in connection with location and area for quarters for a great many of the site offices used for the social programs, libraries, and health centers throughout the neighborhoods of the City as well as allocation of space in the City Hall and the Hall of Justice.

Certain functions, however, should continue to be performed on an interdepartmental work order basis. These are those services associated with projects whose funding is derived from sources other than the General Fund. These are

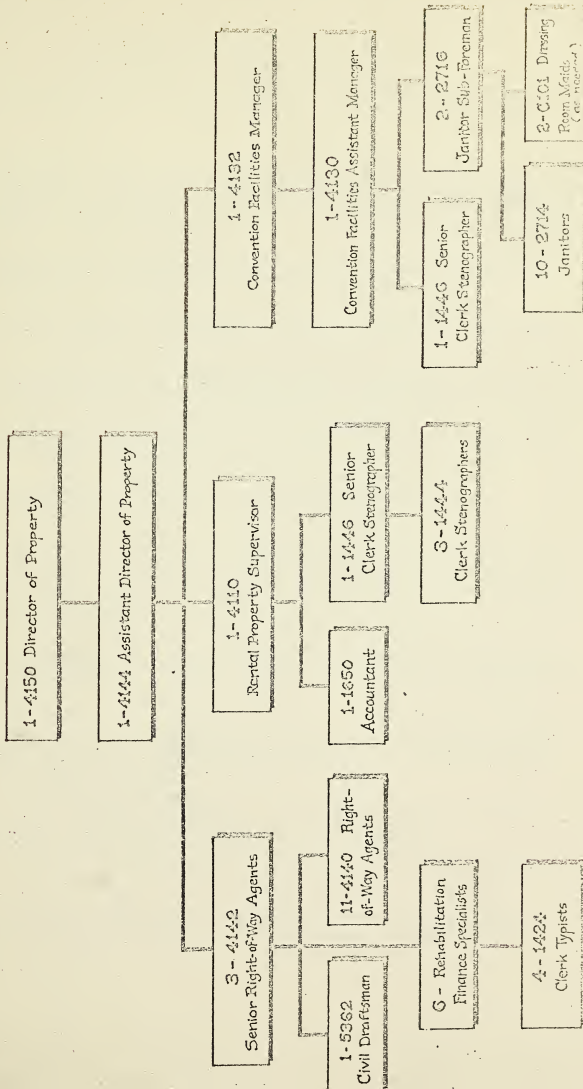
1. Department of Public Works projects such as street widenings paid for out of Gas Tax Funds and the loan and finance services for the FACE Program paid for from a Federal grant.
2. Board of Education projects such as school expansions paid for out of bond issues or special funds derived from State and Federal government projects.
3. Public Utilities projects for which the cost of services should be charged against revenue producing utilities.

Based on our current as well as anticipated workload, the Real Estate Department should transfer four Right of Way Agents, three Senior Right of Way Agents, one Accountant, and one Clerk Stenographer to budgeted positions. Such a transfer would result in increased efficiency and economy in the operation of the department.

Attached for information are the following reports and schedules:

- I. Organization Chart of Real Estate Department.
- II. Real Estate Department Work Program.
- III. Major Current Projects of Real Estate Department.
- IV. Revenue Report and Statement of Activities of Convention Facilities.
- V. Privately-Owned Real Property Leased by the City and County of San Francisco.
- VI. Revenues Received from Rental of City-Owned Real Property.
- VII. Loan and Finance Services furnished for the Federally Assisted Code Enforcement Program.

ORGANIZATION CHART



Real Estate Department Work Program
as required by Charter Sections 91-94,
and Administrative Code Section 17.19 and Chapter 23

- I. Appraisal of all types of property for all City Departments and School District in San Francisco, San Mateo, Santa Clara, Alameda, Tuolumne, Stanislaus, San Joaquin, Kern, Fresno, and Monterey Counties.
- II. Acquisition of Real Property for all City Departments and School District.
- III. Sale and exchange of City and School District properties.
- IV. Lease and Rental of properties as both Lessor and Lessee, as required by all City Departments and School District.
- V. Appraisals, negotiations and preparation of legislation for street vacations.
- VI. Jurisdictional transfers of property between City Departments.
- VII. Management of City-owned properties, including Civic Auditorium and Brooks Hall, public parking garages, neighborhood off-street parking facilities and three major off-street parking plazas.
- VIII. Act as advisor to City Attorney in all matters pertaining to real estate. Provide expert witnesses in condemnation cases.
- IX. Furnish loan and finance services to the Department of Public Works in connection with Federally Assisted Code Enforcement Program.
- X. Maintain records pertaining to City and School District property and prepare annual valuation report.
- XI. Assignment of space in City Hall and Hall of Justice.
- XII. Appraisals and feasibility studies for Mayor's Office, Board of Supervisors and Surplus Property Commission.

Major Current Projects
of Real Estate Department

1. For Department of Public Works

Fifth Street Extension, Seventh Street Extension, Washington Street Widening, Clay Street Widening, Army Street Circle, Bosworth Street Widening, Geneva Avenue Widening, Golden Gateway Street Widening. Furnish loan and finance services and appraisals for Federally Assisted Code Enforcement Program. Negotiate and arrange for leases of offices for Bureau of Engineering.

2. For Parking Authority

Neighborhood off-street parking sites at Claremont-Ulloa (West Portal District). Preliminary appraisals - Union Street. Management functions in connection with operations of major off-street parking facilities.

3. For Department of Social Services

Negotiate and arrange for leases for additional quarters. Appraisals for possible acquisition of new quarters.

4. For Tax Collector

Appraisals of Tax Delinquent properties.

5. For Fire Department

Sale and lease of surplus firehouses. Acquisition of new firehouse sites. Relocation of Bush Street and Drumm Street Firehouses.

6. For Department of Public Health

Leases for various Clinics and Health Centers. Sale of old Harbor Emergency Hospital.

7. For City Attorney

Advise in real estate matters. Investigations of City's interest in suits involving Real Estate. Title services.



8. For Library Department

Leases of neighborhood Libraries. Management of Fuhrman Bequest lands.

9. For Recreation and Park Department

Assist City Attorney in clearing title to 700 parcels in McLaren Park. Management of Fuhrman Bequest lands. Appraisals and acquisitions and leases in connection with the Mini-Park Program. Technical assistance in connection with major leases.

10. For Public Utilities Commission

Water Department. Appraisals, negotiations and recommendations to the City Attorney, Public Utilities Commission and Board of Supervisors in connection with the acquisition, exchange and disposal of real property in San Francisco, San Mateo, Santa Clara, and Alameda Counties, such as Junipero Serra Freeway, Crystal Springs Bypass Tunnel, Interstate 680, Bernal Avenue in Pleasanton, exchange with City of Hayward, Alameda Creek Flood Control, etc.

Hetch Hetchy. Same services as performed for the Water Department in San Mateo and Alameda Counties with the addition of projects in San Joaquin, Stanislaus and Tuolumne Counties, such as Highway 120, Highway 132, Highway 99, New Don Pedro Dam Project, State Fish Hatchery, Canyon-Cherry Power Project, etc.

Municipal Railway. Same services as performed for the Water Department in connection with the actions in eminent domain files by the State of California and BARTD involving Elktion Shops, studies for projected Rapid Transit System to the Airport. Studies and recommendations regarding future leasing or disposal of Kirkland Bus Yard and Presidio-Geary Car barn. Services in connection with the relocation and consolidation of railway and bus operation and storage facilities.

Airport. Appraisal and recommendation of rental rates relative to the leasing of Airport land.

Arranging for the invitation for bids, bid opening, recommendation to the Public Utilities Commission of the highest responsible bidder involving the leasing of Airport facilities and processing of lease documents.

(Airport cont'd). Appraisal, negotiation and recommendation to the City Attorney and Public Utilities Commission in connection with Airport expansion and the acquisition of Airport land by the State for the San Bruno Freeway connection.

Assisting City Attorney in litigation involving land titles at Airport.

11. For Juvenile Court.

Leases of neighborhood Juvenile Probation offices.

12. For San Francisco Unified School District

Acquisition of property in connection with the expansion of Bayview Elementary and other Schools. Arranging for leases in connection with special projects. Sales of surplus School lands.

13. For Market Street Task Force

Estimates of acquisition costs - various projects.

14. For Board of Supervisors

Appraisals, reports and recommendations and services as requested such as report on Midtown Park Apartments and State Maritime Historic Park.

15. For Mayor's Office

Appraisals, reports and recommendations and services as required such as supervision of management of Midtown Park.

16. Representation at Board of Supervisors and Board of Supervisors Committee meetings and at interagency Committee meetings such as Civic Center Technical Coordination Committee.

17. Surplus Property Commission

Appraisals, reports and recommendations as required such as the proposed acquisition and leasing of Alcatraz Island.



Revenue Report and Statement of Activities
for Fiscal Year 1968-1969
CIVIC AUDITORIUM and BROOKS HALL

The revenue and days of occupancy this fiscal year were below the prior year due to cancellation of some local shows and conventions and a between year for some of our larger conventions. A comparison is as follows:

	<u>Civic Auditorium</u>	<u>Brooks Hall</u>	
	<u>OCCUPANCY</u>	<u>DAYS</u>	<u>REVENUE</u>
1967-68	213	196	\$291,816.06
1968-69	199	127	\$238,575.99

Our advance bookings show that we can expect the next fiscal year to be better in every way; more and larger conventions and more days of occupancy.

The conventions and trade shows hosted in the past fiscal year are as folbws:

- Art and Gift Show (2 shows)
- National Restaurant Convention
- American Society of Tool and Manufacturing
- American Dietetic Association Convention
- Eastern Star Convention
- Health Fair
- Hi Fi Trade Show
- Joint Computer Conference
- National Cannners Convention
- Elec. Maintenance Engineers Convention
- Hardware Trade Show
- Assn. of Secondary School Principals
- Australian Government Trade Show
- U.S. Table Tennis Assn. Meet
- Triple Industries Conference

Report (cont'd)

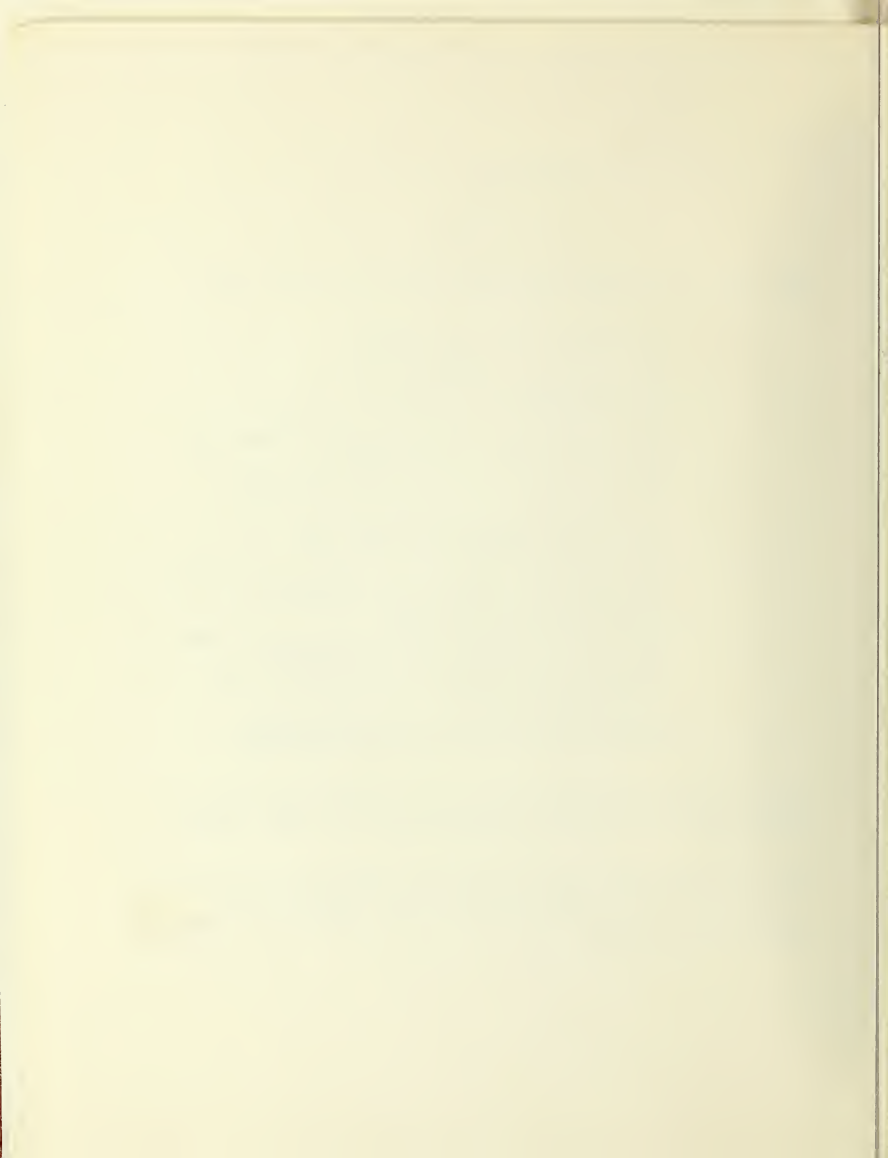
Civic Auditorium and Brooks Hall

As of now we have booked the following conventions for the 1969-1970 fiscal year:

- Art and Gift Show (2 shows)
- California Dry Cleaners Assn.
- Assn. of Computing Machinery
- American College of Surgeons
- American Hardware Assn.
- Western Material and Handling and Package Show
- California Grocers Association
- American Bottlers of Carbonated Beverages
- Atom Fair
- California Assn. of School Administrators
- Western Air Conditioning Trade Show
- Hardware Trade Show
- Supervision and Curriculum Development Convention
- National School Boards Assn. Convention
- Western Hospital Convention
- International Assn. Truck Trailer & Equip. Show
- American Psychiatric Assn. Convention
- International Institute of Food Technicians
- Refuse Equipment Show
- Association of Retail Grocers Convention
- National Education Association Convention

The San Francisco Warriors are playing 18 basketball games in our building for the 1969-70 season compared to eight played last year.

The garbage disposal situation in Brooks Hall is still critical. The Bureau of Architecture indicates that \$10,000 has been approved for the installation of a garbage compactor instead of the \$15,000 requested.



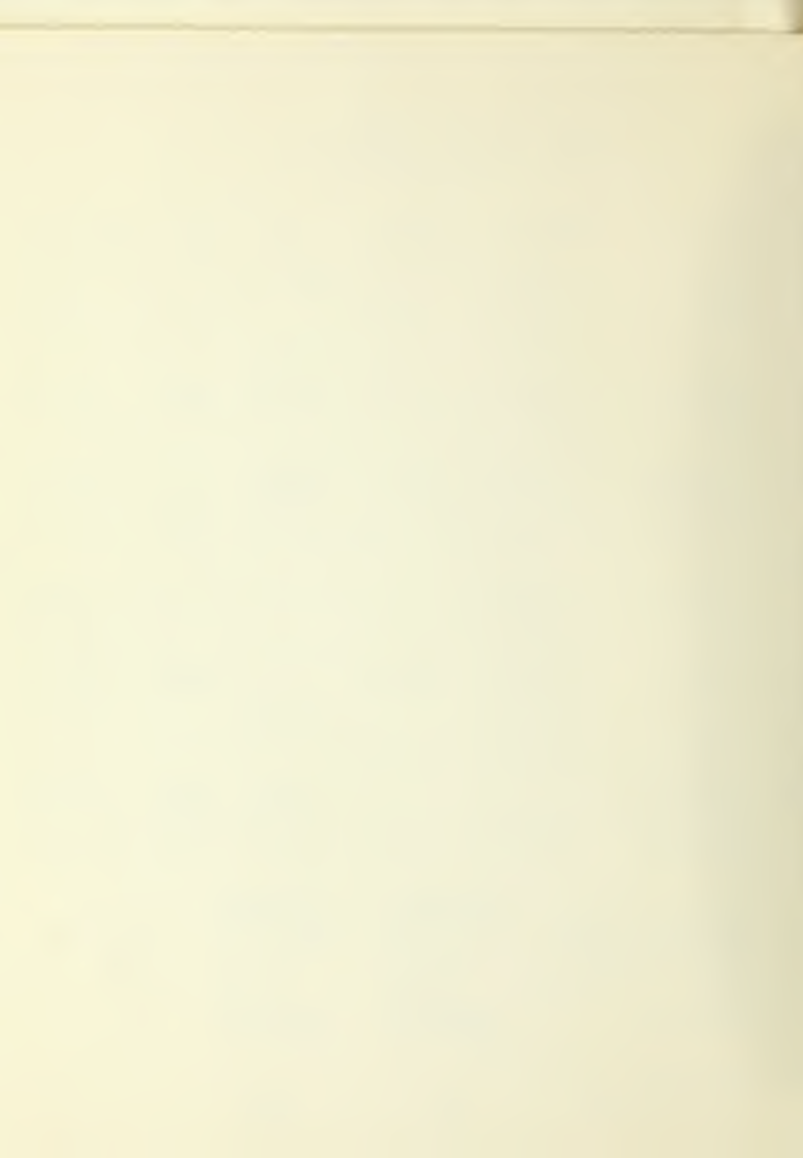
Annual Revenue Report
CIVIC AUDITORIUM - BROOKS HALL
Fiscal Year 1968-1969

<u>1968</u>	<u>Auditorium Rentals</u>	<u>Brooks Hall Rentals</u>	<u>Miscell.</u>	<u>P.A.</u>	<u>Organ</u>	<u>Concessions</u>
July	\$ 6,400.00	\$ 1,000.00	-	\$180.00		\$ 1,774.53
Aug.	16,577.19	14,500.00	81.59			978.28
Sept.	6,689.81	4,750.00	100.00	20.00		980.40
Oct.	11,974.60	9,500.00	300.00	460.00	50.00	5,035.58
Nov.	15,864.56	12,250.00	210.00			4,628.88
Dec.	<u>7,501.30</u>	<u>7,000.00</u>	<u>610.25</u>	<u>120.00</u>		<u>1,921.33</u>
	65,007.46	49,000.00	1,301.84	780.00	50.00	15,319.00
<u>1969</u>						
Jan.	7,400.00	7,000.00				760.99
Feb.	17,201.25	10,500.00				3,555.28
March	18,745.87	6,500.00	620.67		25.00	1,915.61
April	3,340.00	3,000.00		20.00		5,868.39
May	9,953.50	2,000.00	130.90			1,617.23
June	<u>6,201.18</u>	<u>-</u>	<u>-</u>	<u>80.00</u>	<u>50.00</u>	<u>2,789.69</u>
	127,849.26	78,000.00	2,053.41	880.00	125.00	31,826.19

	<u>1968-1969</u>	<u>1967-1968</u>
Auditorium Rentals	\$127,849.26	\$139,737.39
Brooks Hall Rentals	78,000.00	119,474.00
Miscell. Revenue	2,053.41	1,901.00
Public Address System	880.00	1,360.00
Organ	125.00	825.00
Concessions	<u>31,826.19</u>	<u>28,518.67</u>
	\$240,733.86	\$291,816.06

Total Rental Days

Civic Auditorium	198	213
Brooks Hall	128	196



Privately-Owned Real Property Leased by
the City and County of San Francisco
Fiscal Year 1968-1969

<u>Department or Purpose</u>	<u>Locations</u>	<u>Annual Rental</u>
Branch Libraries	6 locations	\$ 36,540.00
Health Centers	8 locations	61,572.00
Fire Department	446 Bush Street	1,200.00
Finance & Records (storage of records)	144 Townsend St.	15,600.00
Human Rights Commission	1095 Market St.	16,872.00
Dept. of Social Services	2 locations	271,200.00
Public Administrator	1212 Market St.	25,476.00
City Planning	1212 Market St.	21,120.00
Transit Task Force	1182 Market St.	10,200.00
Hetch Hetchy Water & Power	215 Market St.	123,451.20
		<u>\$ 583,231.20</u>
 Civic Center Parking Plaza Corp.	 Civic Center	 \$ 325,000.00

COMPARISON OF 1968-1969 BUDGET
with EXPENDITURES by APPROPRIATION

<u>Appropriation</u>	<u>Budget</u>	<u>Actual Expenditures</u>
8.245.200.000	\$ 4,611.00	\$ 4,389.00
8.245.212.000	1,500.00	1,500.00
8.245.213.000	250.00	250.00
8.245.214.000	2,500.00	2,500.00
8.245.300.000	445.00	405.00
8.245.400.000	-0-	-0-
8.245.800.000	450.00	399.50
8.245.815.000 (Insurance)	5,628.00	5,628.00
8.245.869.608	141,000.00	53,173.00
8.245.880.000	325,000.00	325,000.00
8.245.900.000	1,500.00	1,500.00



Revenue received by Real Estate Department from Lands and Improvements
 leased by City and County of San Francisco and
 San Francisco Unified School District, as Lessor

Fiscal Year - 1968-1969

Department or Location

Annual Revenue

BOARD OF EDUCATION - Projects and Properties

Lincoln Building, Fifth & Market Sts.	\$ 306,000.00
Temporary House Rentals	540.00
Sign Boards	120.00
Telephone Pay Stations	3,926.91

PARKING LOTS (6)

Mission St. Merchants Assn.	General-1947	33,334.56
Parking Corp.	Offst. Parking	
7th & Harrison	General	18,875.17
Marshall Square Auto Parking	General	29,902.57
Civic Center Auto Park	General	98,891.44
Forest Hill Parking Plaza	Genl. & Muni Ry.	804.00
St. Mary's Square Garage	General-Rec.&Park-	43,296.57
	1947 Offst. Parkg.	

RECREATION & PARK - Properties

Lake Merced - Ground Rentals	180.00
J. Boatright - 373 Ramsell St.	445.00
Robt. Chuckrow Construction-lease of space	900.00

FUHRMAN BEQUEST - Properties

Kern County Oil and Grazing Leases:	
Grazing Leases	50.00
Shell Oil Co.	11,892.25
Fresno Co. - Oil Lease	
Frank McKay	1,200.00

HETCH HETCHY SYSTEM - Properties

Moccasin Creek - Store & Post Office	1,200.00
Portola Drive Golf Range	7,231.14
Driveway - Modesto, Calif.	15.00
State of California - Decomposed granite	-0-



Department or LocationAnnual RevenueDEPT. OF PUBLIC WORKS - ProjectsFund

Crosstown Freeway	Special Gas Tax	\$ 2,340.00
Crosstown Freeway	Road Fund	3,060.00
Bosworth Street	Special Gas Tax	1,620.00
Bosworth Street	Road Fund	1,054.00
Webster Street	Special Gas Tax	1,200.00
Mullen Avenue	Road Fund	900.00

MUNICIPAL RAILWAY - Properties

Ocean and San Jose - Service Station	4,305.18
Telephone Pay Stations	2,747.94

AIRPORT - Properties

Telephone Pay Stations	77,321.85
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CITY HALL

Desk Space - Recorder's	General Fund	2,640.00
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HALL OF JUSTICE

Stiveson's Cafeteria	General Fund	6,218.47
Employee Parking Stalls	General Fund	3,757.50

VARIOUS RENTALS - (General Fund)

Ground Rentals:

1325 Potrero Avenue - Driveway	-0-
Miraloma Park Improvement Assn.	-0-
Twin Peaks - Radio Relay Station	4,200.00
2801 Alameda Ave. (Parking Lot adj. to Harrison)	3,492.00
Phelps St. & Galvez Ave. (DiSalvo Trucking)	15,655.00
Phelps & Galvez (Lowrie Paving Co.)	5,625.00
Phelps & McKinnon (Philift Co.)	1,350.00
Twin Peaks - Radio Repeater Station	30.00
Visitation Valley Community Center	-0-
Lot 4 in Block No. 3926	720.00

Sewage Disposal

Bayshore Sanitary District	9,849.60
Hunters Point Naval Station	18,725.66
North San Mateo Co. Sanitation District	18,725.96

Signboards - various locations

43.00

Telephone Pay Stations - various locations

19,556.89

Department or LocationAnnual RevenueSERVICE STATIONS

McAllister and Polk Streets	\$ 10,794.64
Portola and Woodside	17,953.88
Portola and Teresita	300.00

Warehouse Space --- Jessie & Mint Streets	4,950.00
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OFF-STREET PARKING FUND

House Rentals	8,564.81
Signboards	200.04
Last's Paint & Linoleum	1,800.00

WATER DEPARTMENT

Parking Lot - Bryant Street	10,800.00
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FIRE DEPARTMENT

Twin Peaks Block House	480.00
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\$ 819,784.03

Loan and Finance Services
for the
Federally Assisted Code Enforcement Program

In November of 1966 the City and County of San Francisco contracted for a Federally Assisted Code Enforcement (FACE) Program, as provided for in the Housing and Urban Development Act of 1965, with the Secretary of the United States Department of Housing and Urban Development. To assist in carrying out the concentrated Code Enforcement program, the City and County is administering two programs designed to assist property owners in securing the financial resources to complete the necessary rehabilitation work on their properties. The first of these programs is the Direct Federal Loan for Rehabilitation as provided for in Section 312 of the Housing Act of 1964. The Section 312 Loan, available to owner-occupants and investor owners alike, bears an interest rate of 3% per annum. The second program is provided for under Section 115 of the Housing and Urban Development Act of 1965. This Program authorizes grants to qualified low-income owner-occupants in the Code Enforcement area.

The Chief Administrative Officer has assigned to the Real Estate Department the responsibility for administering the loan and grant functions of the Code Enforcement Program. To fulfill this responsibility the Real Estate Department has six Real Property Loan Officers who are under the supervision of a Senior Right of Way Agent. One Real Property Loan Officer is assigned to each of the four Code Enforcement Area Site Offices, located in GLEN PARK, GREAT HIGHWAY, ARGUELLO PARK, and BUENA VISTA HEIGHTS. Two loan officers are assigned to the CENTRAL OFFICE in the Real Estate Department. Also assigned to the central office are three Clerk Typists who perform the clerical and secretarial duties related to the FACE Program.

The Real Property Loan Officers interview property owners who desire financial assistance to bring their properties up to code compliance. By gathering all relevant data the



loan officer is able to determine if the property owner qualifies for a Section 312 Loan, Section 115 Grant or other commercial financing programs. The loan officer prepares a loan package on behalf of the property owner to be submitted to the Department of Housing and Urban Development for approval. Once the loan is approved, all the escrow and related administrative requirements are performed in the Real Estate Department office. Applications for Section 115 Grants are prepared in much the same manner as Section 312 Loans with the major exception being that the Director of Public Works, rather than the Department of Housing and Urban Development, approves all applications upon the recommendation of the Real Estate Department.

The following summarizes the loan and grant activity for the fiscal year ending 1969:

Number of Section 312 loans approved - - - - 164

Dollar amount of Section 312 loans approved - \$1,218,550.00

Number of Section 115 Grants approved - - - - 68

Dollar amount of Section 115 Grants approved - \$155,578.82

The total number of Section 312 Loans approved by the Department of Housing and Urban Development since the start of the program is 369.

The dollar amount of Section 312 Loans approved by the Department of Housing and Urban Development since the start of the program is \$2,040,510.00.

The total number of Section 115 Grants approved since the start of the program is 171.

The total dollar amount of Section 115 Grants approved since the start of the program is \$284,564.97.

The total dollar amount of Section 312 loans and Section 115 Grants approved since the start of the program is \$2,325,974.97.

Three new FACE Districts have been authorized by the Federal Government. They are BERNAL HEIGHTS, DUBOCE TRIANGLE and ALAMO SQUARE. Bernal Heights and Alamo Square will have new site offices and Duboce Triangle will operate from the established Castro Street office. No increase in personnel will be required for the operation of these three new districts. The Housing Act of 1968 limited 312 Loans to property owners residing in the properties being brought into conformity with the codes and who are within income limits similar to the 221 (d) 3 limits. The Department of Housing and Urban Development has ruled, however, that these income limits will not apply to the above three new districts.

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ANNUAL REPORT TO THE MAYOR

REAL ESTATE DEPARTMENT

CITY AND COUNTY OF SAN FRANCISCO

Fiscal Year 1969-1970

WALLACE WORTMAN
Director of Property



REAL ESTATE DEPARTMENT

City and County of San Francisco

Fiscal Year 1969-1970

SUMMARY OF WORK ACCOMPLISHED

During the fiscal year 1969-1970, the Real Estate Department acquired real property for public use the total cost of which amounted to \$2,164,440.00. Major acquisitions involved property for the Army Street Circle Rechannelization at a cost of \$652,500, property for the Bayview School Expansion at a cost of \$115,500.00, and property for the Clay-Washington Street Widening at a cost of \$717,125.00. The Clay-Washington transactions involved the vacation of Merchant Street for which the City received \$397,187.50. Surplus properties were sold for a total of \$633,300.00. This included the sale of the Tenth Avenue Firehouse to the Community Effort for Disturbed Children.

During the fiscal year the Wisconsin Street Housing Properties and Hunters Point Ridge Point Properties were acquired from the Housing Authority. Subsequently, a portion of the Ridge Point Properties was deeded to the Redevelopment Agency. Various street areas within the Golden Gateway and Western Addition Area A-2 were vacated and deeded to the Redevelopment Agency. The Real Estate Department appraised the interest of the City as to the street area and prepared legislation and deeds leading to the transfer of these and ten additional cases of street vacations.

The jurisdiction of a portion of the Purchaser of Supplies parcel on Harrison Street was transferred to the Bureau of Light, Heat and Power as was certain Hetch Hetchy property transferred to the San Francisco Unified School District for the proposed Diamond Heights High School.

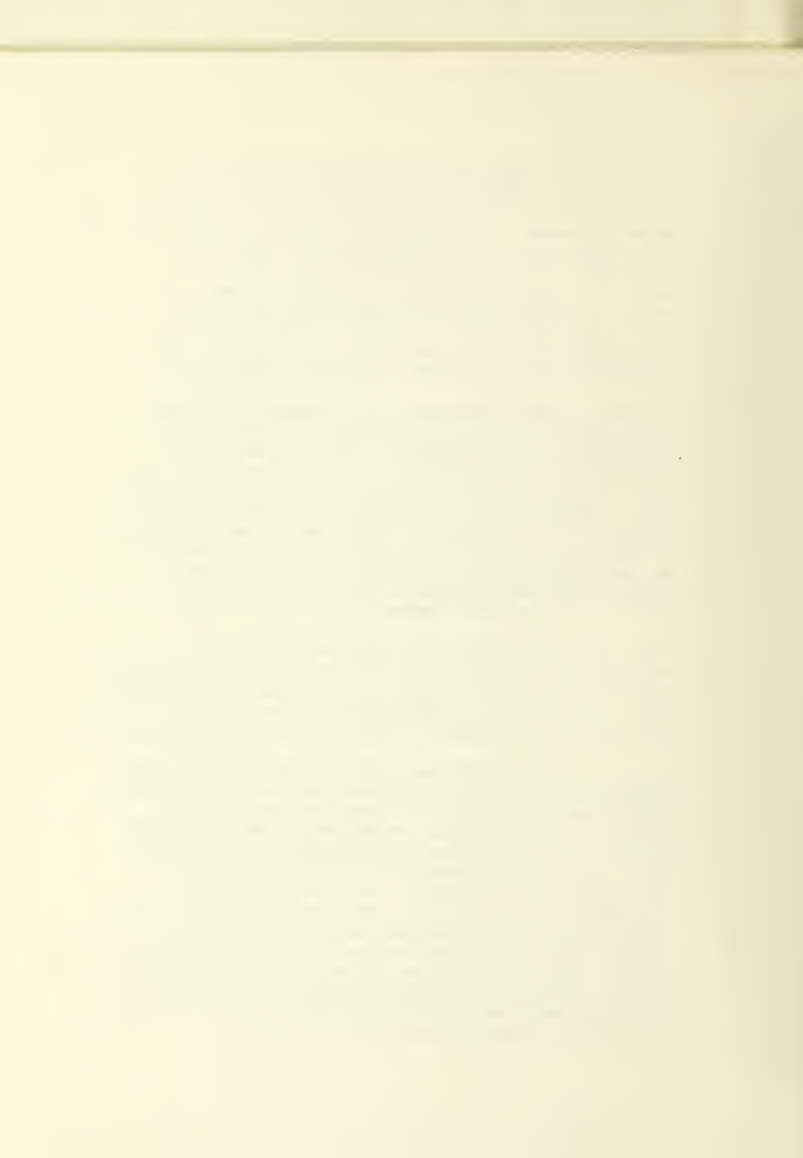


The City's interest was appraised and the City Attorney was assisted and advised in connection with 37 Condemnation cases wherein the City was named defendant. Additionally, numerous leases were negotiated for City Departments requiring additional space near the Civic Center and elsewhere throughout the City. The greatest number of these were for the Board of Education for 61 special school projects. Others were for branch Library sites, FACE site offices, and offices for the Department of Public Health.

The Real Estate Department in furnishing loan and finance services for the Federally Assisted Code Enforcement (FACE) Program of the Department of Public Works had 298 Section 312 Loans approved in a total amount of \$2,985,667.00 during the fiscal year. Additionally, 61 Section 115 Grants in the amount of \$170,130.00 were submitted to and approved by the Director of Public Works. Since the start of the FACE Program, approximately 5.3 million dollars have been loaned or granted to persons affected by the FACE Program.

The Civic Auditorium and Brooks Hall rentals amounted to a total of \$244,857.58 and the Concession lease approved in December, 1968, produced \$41,531.00, for a total income of \$286,388.58. The cost of operating the convention facilities totalled \$347,270.00.

The Real Estate Department received \$823,123.72 from the rental of surplus properties of which the largest rental was for \$306,000.00 from the lease of the Lincoln Building at 5th and Market Streets. A total of \$257,910.74 was received from parking facilities, which included the leasing of stores in several of these parking facilities. These do not include Candlestick Parking Plaza, Civic Center Parking Plaza, and the following off-street garages: Ellis O'Farrell, Fifth & Mission, Golden Gateway, Japanese Cultural Center, Portsmouth Square, Sutter Stockton, and Union Square. (The total revenue received by the City from all unmetered parking facilities was \$1,132,013.05 according to the Parking Authority.)



A total of \$759,708.00 was paid for the rental of property leased by the City. This was primarily for branch libraries, neighborhood health centers, offices for the Departments of Social Services, and City Planning, and the Public Administrator. Special classroom facilities for the Board of Education in the Civic Center area cost an additional \$278,292.00.

During this fiscal year a greatly increased portion of the Real Estate Department's workload again consisted of particularly complex and detailed assignments. Such assignments included:

The recommendations and services required for the Midtown Park project; special review of city-owned property for future lease or sale; studies to acquire or lease Alcatraz Island; appraisal and negotiation for South San Francisco Opera House; appraisals, reports and recommendations on the State Maritime Historic Park and Haslett Warehouse; Mini-Park acquisition program; street widenings, extensions and vacations for the Department of Public Works.

On July 1, 1969, Wallace Wortman was appointed Director of Property and Max J. Babin was appointed Assistant Director of Property from eligible lists previously established by the Civil Service Commission. In addition, two men were promoted to Senior Right of Way Agent positions and two Right of Way Agent positions were filled from outside of the department.

A major problem confronting the Real Estate Department is that of the 20 members of the technical staff all but one are on an interdepartmental work order basis. The supporting clerical and accounting personnel are also on a work order basis. This means that whenever a City Department or the Board of Education requires the services of the Real Estate Department, those services must be paid for in advance by the department requiring those services. Those Departments must either budget yearly in advance or seek funds through supplemental appropriations in order to receive the services required. As a result,



many functions cannot be performed by the Real Estate Department because of the time factor involved in making funds available and many City programs have suffered because of the delays involved in receiving technical assistance from the Real Estate Department.

A considerable saving in cost could be made in connection with the work of this department if many of the technical and supporting clerical staff were changed in status from interdepartmental work order to budgeted positions. The cost of providing services by the Real Estate Department would then appear on the Real Estate Department budget but would be eliminated from the budgets of the other departments and there would be a reduction in the high accounting and other overhead costs of allocating time against work orders. Most important, it would eliminate the costly delays which result from long periods during which work order funds are being made available. Most departments of the City have no allocated funds from which to pay for services which they require from the Real Estate Department. Many of our projects cannot be anticipated at budget preparation time. A few departments ask for an allotment each year in their proposed budgets. Almost invariably such budget items have been deleted or drastically reduced. This creates an intolerable situation where departments urgently require the services of the Real Estate Department and are unable to receive its services.

Many major projects such as the proposed acquisition and the leasing of Alcatraz Island for the Surplus Property Commission, analysis of the Haslett Warehouse and the Hyde Street Pier, studies of the Forts Mason, Miley, and Funston, and the Mini-Park programs could be handled much more expeditiously if work order funds were available or if they were not required. All these projects and others have been delayed due to lack of available work order funds when each project was initiated. This problem also exists in connection with location and area for quarters for a great many of the site offices used for the social programs, libraries, and health centers throughout the neighborhoods of the City as well as allocation of space in the City Hall and the Hall of Justice.



Certain functions, however, should continue to be performed on an interdepartmental work order basis. These are those services associated with projects whose funding is derived from sources other than the General Fund. These are

1. Department of Public Works projects such as street widenings paid for out of Gas Tax Funds and the loan and finance services for the FACE Program paid for from a Federal grant.
2. Board of Education projects such as school expansions paid for out of bond issues or special funds derived from State and Federal government projects.
3. Public Utilities projects for which the cost of services should be charged against revenue producing utilities.

Based on our current as well as anticipated workload, the Real Estate Department should transfer four Right of Way Agents, three Senior Right of Way Agents, one Accountant, and one Clerk Stenographer to budgeted positions. Such a transfer would result in increased efficiency and economy in the operation of the department.

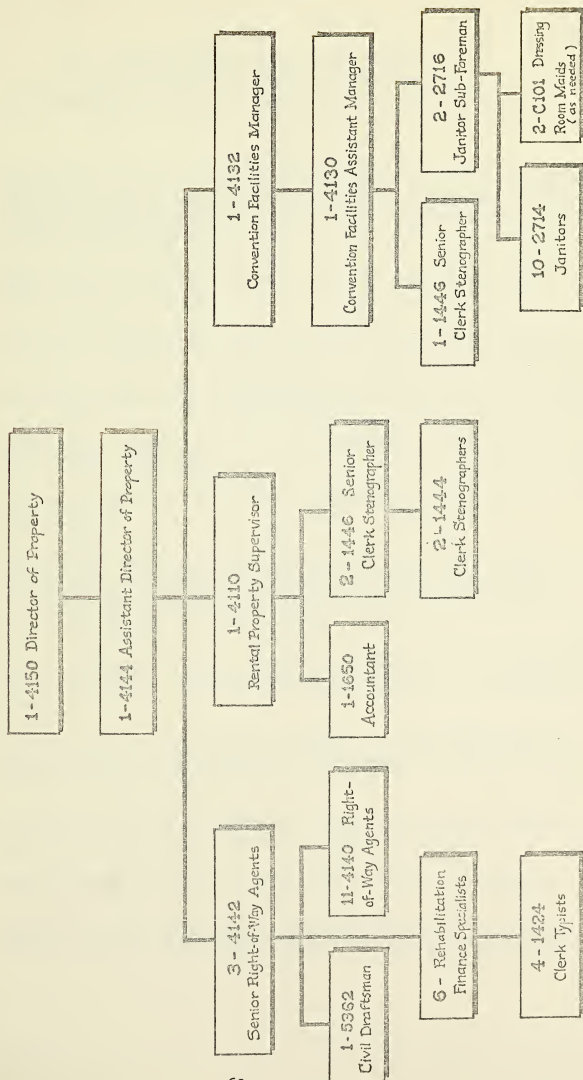


Attached for information are the following reports and schedules:

	<u>Page</u>
I. Organization Chart of Real Estate Department.	6A
II. Real Estate Department Work Program.	7
III. Major Current Projects of Real Estate Department.	8-10
IV. Revenue Report and Statement of Activities of Convention Facilities.	11-13
V. Privately-Owned Real Property Leased by the City and County of San Francisco.	14
VI. Revenues Received from Rental of City-Owned Real Property.	15-17
VII. Loan and Finance Services furnished for the Federally Assisted Code Enforcement Program.	18-20



CITY & COUNTY OF SAN FRANCISCO
REAL ESTATE DEPARTMENT
ORGANIZATION CHART





Real Estate Department Work Program
as required by Charter Sections 91-94,
and Administrative Code Section 17.19 and Chapter 23

- I. Appraisal of all types of property for all City Departments and School District in San Francisco, San Mateo, Santa Clara, Alameda, Tuolumne, Stanislaus, San Joaquin, Kern, Fresno, and Monterey Counties.
- II. Acquisition of Real Property for all City Departments and School District.
- III. Sale and exchange of City and School District properties.
- IV. Lease and Rental of properties as both Lessor and Lessee, as required by all City Departments and School District.
- V. Appraisals, negotiations and preparation of legislation for street vacations.
- VI. Jurisdictional transfers of property between City Departments.
- VII. Management of City-owned properties, including Civic Auditorium and Brooks Hall, public parking garages, neighborhood off-street parking facilities and three major off-street parking plazas.
- VIII. Act as advisor to City Attorney in all matters pertaining to real estate. Provide expert witnesses in condemnation cases.
- IX. Furnish loan and finance services to the Department of Public Works in connection with Federally Assisted Code Enforcement Program.
- X. Maintain records pertaining to City and School District property and prepare annual valuation report.
- XI. Assignment of space in City Hall and Hall of Justice.
- XII. Appraisals and feasibility studies for Mayor's Office, Board of Supervisors and Surplus Property Commission.



Major Current Projects
of Real Estate Department

1. For Department of Public Works

Acquisition of property for Fifth Street Extension, Washington Street Widening, Clay Street Widening, Army Street Circle, Bosworth Street Widening, Corbett Avenue Widening, Alemany Boulevard Widening and Key Avenue Extension. Preliminary appraisals for Webster Street Widening. Evaluate and arrange various street vacations, vacation of air space and sewer right of ways. Prepare interim leases. Furnish loan and finance services and appraisals for Federally Assisted Code Enforcement Program. Negotiate and arrange for leases of offices for Bureau of Engineering.

2. For Parking Authority

Acquisition of property and easements for West Portal Off-Street Parking Site No. 2. Preliminary appraisals - Union Street. Management functions in connection with operations of major off-street parking facilities.

3. For Department of Social Services

Negotiate and arrange for leases for additional quarters. Appraisals for possible acquisition of new quarters.

4. For Tax Collector

Appraisals of Tax Delinquent properties.

5. For Fire Department

Acquisition of new firehouse sites. Relocation of Bush Street and Drumm Street Firehouses.

6. For Department of Public Health

Leases for various Clinics and Health Centers.

7. For City Attorney

Advise in real estate matters. Investigations of City's interest in suits involving Real Estate. Title services.

8. For Library Department

Leases of downtown and neighborhood Libraries. Management of Fuhrman Bequest lands.



9. For Recreation and Park Department

Management of Fuhrman Bequest lands. Appraisals and acquisitions and leases in connection with the Mini-Park Program. Technical assistance in connection with major leases.

10. For Public Utilities Commission

Water Department. Appraisals, negotiations and recommendation to the City Attorney, Public Utilities Commission and Board of Supervisors in connection with the acquisition, exchange and disposal of real property in San Francisco, San Mateo, Santa Clara, and Alameda Counties, such as Junipero Serra Freeway, Crystal Springs Bypass Tunnel, Interstate 680, Highway 380, Bernal Avenue in Pleasanton, exchange with City of Hayward, Alameda Creek Flood Control, Hunters Point Reservoir, and others.

Hetch Hetchy. Same services as performed for the Water Department in San Mateo and Alameda Counties with the addition of projects in San Joaquin, Stanislaus and Tuolumne Counties, such as Highway 120, Highway 132, Highway 99, New Don Pedro Dam Project, Canyon-Cherry Power Project, and Cherry Valley Recreation lease.

Municipal Railway. Same services as performed for the Water Department in connection with the actions in eminent domain files by the State of California and BARTD involving Elktion Shops, studies for projected Rapid Transit System to the Airport. Studies and recommendations regarding future leasing or disposal of Kirkland Bus Yard and Presidio-Geary Carbarn. Services in connection with the relocation and consolidation of railway and bus operation, storage facilities and substation site.

Airport. Appraisal and recommendation of rental rates relative to the leasing of Airport land.

Arranging for the invitation for bids, bid opening, recommendation to the Public Utilities Commission of the highest responsible bidder involving the leasing of Airport facilities and processing of lease documents.

Appraisal, negotiation and recommendation to the City Attorney and Public Utilities Commission in connection with Airport expansion and the acquisition of Airport land by the State for the San Bruno Freeway connection.

Assisting City Attorney in litigation involving land titles at Airport.



11. For Courts

Leases of neighborhood Juvenile Probation offices.

12. For San Francisco Unified School District

Acquisition of property in connection with the expansion of Bayview Elementary and other Schools. Arranging for leases in connection with special projects.

13. For Market Street Task Force

Estimates of acquisition costs - various projects.

14. For Board of Supervisors

Appraisals, reports and recommendations and services as requested such as report on Midtown Park Apartments, State Maritime Historic Park, and Haslett Warehouse. Representation at Board of Supervisors and Board of Supervisors Committee meetings and at interagency Committee meetings such as Civic Center Technical Coordination Committee.

15. For Mayor's Office

Appraisals, reports and recommendations and services as required such as supervision of management of Midtown Park, special review of City owned property for future lease or sale, and the proposed acquisition and leasing of Alcatraz Island.

16. For City Planning

Appraisal and negotiations for South San Francisco Opera House and lease of quarters.

17. For Redevelopment Agency

Transfer of properties such as Ridge Point Lands, Webster Street Surplus and certain tax deeded lots to the Agency.

18. General

Acquisition of Wisconsin Street Housing property, Ridge Point Lands. Arrange interim leasing and use of City-owned Civic Center property.



ANNUAL REVENUE REPORT

and

STATEMENT OF ACTIVITIES

for

Fiscal Year 1969-1970

CIVIC AUDITORIUM and BROOKS HALL

The Revenue Report on the attached sheet shows a substantial increase in both occupancy days and revenue.

Following are Convention and Trade Shows that used our facilities during the past year:

WESTERN MERCHANDISE EXHIBITORS (2 shows)
ASSOCIATION FOR COMPUTING MACHINERY
CALIFORNIA DRY CLEANERS ASSOCIATION
AMERICAN COLLEGE OF SURGEONS
AMERICAN HARDWARE ASSOCIATION
WESTERN MATERIAL HANDLING & PACKAGING SHOW
CALIFORNIA GROCERS ASSOCIATION
NATIONAL SOFT DRINK ASSOCIATION
ATOM FAIR
CALIFORNIA ASSN. OF SCHOOL ADMINISTRATORS
WESTERN AIR CONDITIONING SHOW
CALIFORNIA RETAIL HARDWARE ASSOCIATION
ASSN. FOR SUPERVISION & CURRICULUM DEVELOPMENT
NATIONAL SCHOOL BOARDS
ASSOCIATION OF WESTERN HOSPITALS
INTERNATIONAL TRUCK TRAILER & EQUIPMENT EXPOSITION
CALIFORNIA CONGRESS P.T.A.
AMERICAN PSYCHIATRIC ASSOCIATION
INSTITUTE OF FOOD TECHNOLOGISTS
INTERNATIONAL REFUSE & EQUIPMENT SHOW
NATIONAL ASSOCIATION OF RETAIL GROCERS
NATIONAL EDUCATION ASSOCIATION



In addition, the premises were used by events of a local nature some of whom were:

ART COMMISSION SUMMER "POPS CONCERTS"
S.F. WARRIORS PRO BASKETBALL
ANTIQUE SHOWS
FORD-LINCOLN MERCURY DISPLAYS
CIRCUSES
SAN FRANCISCO OPERA GUILD "FOL DE ROL"
IMPORTED CAR SHOW
GOLF SHOW
GREEK INDEPENDENCE DAY CELEBRATION
KARATE CHAMPIONSHIPS
MOTOR CYCLE SHOW
UNIVERSITY OF CALIFORNIA, UNIVERSITY OF SAN FRANCISCO
and SACRED HEART HIGH SCHOOL COMMENCEMENT EXERCISES
ROLLER DERBY
BOXING MATCHES

The 1970-71 fiscal year forecast is that the revenue and occupancy days should approximate or surpass 1969-70.



REVENUE REPORT

Fiscal Year 1969 - 1970

<u>1969</u>	<u>Aud. Rent</u>	<u>Brooks Rent</u>	<u>Misc.</u>	<u>P.A.</u>	<u>Organ</u>	<u>Concessions</u>
July \$	6,403.60	\$ 1,000.00	\$	\$	\$	\$ 1,554.23
Aug.	14,236.30	15,000.00			25.00	2,797.47
Sept.	4,791.05	5,750.00	185.12	60.00		1,240.23
Oct.	12,533.66	11,500.00	750.00	240.00	25.00	6,366.21
Nov.	13,824.11	17,000.00				3,050.31
Dec.	9,767.53	4,750.00	90.00	80.00		4,329.02
<u>1970</u>						
Jan.	15,796.10	7,500.00	421.84			4,225.64
Feb.	20,776.87	6,500.00				4,673.13
Mar.	3,329.30	5,000.00		40.00	25.00	2,983.77
Apr.	8,132.42	19,000.00	318.68	200.00	100.00	2,678.76
May	11,780.00	8,000.00	100.00	340.00	100.00	7,012.14
June	<u>7,840.00</u>	<u>11,000.00</u>	<u>396.00</u>	<u>100.00</u>	<u>50.00</u>	<u>620.09</u>
	\$129,210.94	\$112,000.00	\$2,261.64	\$1,060.00	\$325.00	\$41,531.00

	<u>1969-1970</u>	<u>1968-1969</u>
Aud. Rentals	\$129,210.94	\$127,849.26
Brooks "	112,000.00	78,000.00
Misc. Rev.	2,261.64	2,053.41
P.A. System	1,060.00	880.00
Organ	325.00	125.00
Concessions	<u>41,531.00</u>	<u>31,826.19</u>
	\$286,388.58	\$240,733.86

Increase \$45,654.72 or 18% over last fiscal year.

Occupancy 1969-70

Occupancy 1968-69

Aud. 224 days - Brooks, 201

Aud. 199 days - Brooks, 127



Privately-Owned Real Property Leased by
the City and County of San Francisco
Fiscal Year 1969-1970

<u>Department or Purpose</u>	<u>Locations</u>	<u>Annual Rental</u>
Branch Libraries	7 locations	\$ 37,422.50
Health Centers	22 locations	96,733.00
Fire Department	446 Bush Street	1,200.00
Finance & Records (storage of records)	144 Townsend Street	15,600.00
Human Rights Commission	1095 Market Street	16,880.40
Dept. of Social Services	2 locations	300,620.00
Public Administrator	1212 Market Street	25,476.00
City Planning	1212 Market Street	21,120.00
Transit Task Force	1182 Market Street	10,200.00
Hetch Hetchy Water & Power	215 Market Street	123,468.00
Model Neighborhood Agency	2 locations	6,638.88
Recreation & Park Dept.	2 locations	600.00
Dept. of Public Works	4 locations	24,888.80
		<u>\$ 680,847.58</u>
Civic Center Parking Plaza Corp.	Civic Center	\$ 233,750.00

COMPARISON OF 1969-1970 BUDGET
with EXPENDITURES by APPROPRIATION

<u>Appropriation</u>	<u>Budget</u>	<u>Actual Expenditures</u>
8.245.200.000	\$ 4,109.00	\$ 4,109.00
8.245.212.000	1,500.00	1,125.49
8.245.213.000	250.00	333.75
8.245.214.000	2,500.00	2,500.00
8.245.300.000	445.00	420.32
8.245.400.000	-0-	-0-
8.245.800.000	288.00	288.00
8.245.815.000 (Insurance)	5,628.00	5,628.00
8.245.869.608	123,000.00	98,546.32
8.245.880.000	243,750.00	233,750.00
8.245.900.000	1,500.00	1,497.27



Revenue received by Real Estate Department from Lands and Improvements
 leased by City and County of San Francisco and/or the
 San Francisco Unified School District, as Lessor

Fiscal Year - 1969-1970

<u>Department or Location</u>	<u>Annual Revenue</u>
<u>BOARD OF EDUCATION - Projects and Properties</u>	
Lincoln Building, Fifth & Market Sts.	\$ 306,000.00
Temporary House Rentals	360.00
Sign Boards	120.00
Telephone Pay Stations	4,707.83
<u>PARKING LOTS (6)</u>	
Mission St. Merchants Assn.	General-1947 39,055.04
Parking Corp.	Offst. Parking
7th & Harrison	General 31,149.32
Marshall Square Auto Parking	General 27,905.00
Civic Center Auto Park	General 409,894.36
Forest Hill Parking Plaza	Genl. & Muni Ry. 804.00
St. Mary's Square Garage	General-Rec. & Park - 39,259.64
	1947 Offst. Parking
<u>RECREATION & PARK - Properties</u>	
Lake Merced - Ground Rentals	120.00
J. Boatright - 373 Ramsell St.	420.00
<u>FUHRMAN BEQUEST - Properties</u>	
Kern County Oil and Grazing Leases:	
Grazing Leases	50.00
Shell Oil Co.	18,904.37
Fresno Co. - Oil Lease	
Frank McKay	1,200.00
<u>HETCH HETCHY SYSTEM - Properties</u>	
Moccasin Creek - Store & Post Office	1,200.00
Portola Drive Golf Range	887.79
State of California - Decomposed granite	-0-



Department or LocationAnnual RevenueDEPT. OF PUBLIC WORKS - ProjectsFund

Crosstown Freeway	Special Gas Tax	\$ 2,340.00
Crosstown Freeway	Road Fund	3,060.00
Bosworth Street	Special Gas Tax	420.00
Bosworth Street	Road Fund	1,440.00
Webster Street	Special Gas Tax	350.00
Mullen Avenue	Road Fund	900.00
7th Street Extension	Special Gas Tax	600.00
Clay-Washington Widening	Special Gas Tax	6,627.84

MUNICIPAL RAILWAY - Properties

Ocean and San Jose - Service Station	2,100.00
Telephone Pay Stations	2,502.57

AIRPORT - Properties

Telephone Pay Stations	75,682.47
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CITY HALL

Desk Space - Recorder's	General Fund	1,950.00
Post Office	General Fund	1.00

HALL OF JUSTICE

Stiveson's Cafeteria	General Fund	6,735.07
Employee Parking Stalls	General Fund	3,870.00

VARIOUS RENTALS - (General Fund)

Ground Rentals:

1325 Potrero Avenue - Driveway	-0-
Miraloma Park Improvement Assn.	1.00
Twin Peaks - Radio Relay Station	4,200.00
Phelps St. & Galvez Ave. (DiSalvo Trucking)	22,200.00
Phelps St. & Galvez Ave. (Lowrie Paving Co.)	9,000.00
Phelps & McKinnon (Philift Co.)	1,800.00
Twin Peaks - Radio Repeater Station	30.00
Visitation Valley Community Center	1.00
1890 Harrison (Truck Wrecking)	2,328.00

Sewage Disposal:

Bayshore Sanitary District	6,372.00
Hunters Point Naval Station	20,374.90
North San Mateo Co. Sanitation District	18,725.96

Signboards - various locations	43.00
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Telephone Pay Stations - various locations	24,455.53
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Department or LocationAnnual RevenueSERVICE STATIONS

McAllister and Polk Streets	\$ 11,043.63
Portola and Woodside	7,975.63
Portola and Teresita	300.00

Warehouse Space - Jessie & Mint Streets 4,950.00

WATER DEPARTMENT

Parking Lot - Bryant Street	10,800.00
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FIRE DEPARTMENT

Twin Peaks Block House	480.00
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\$ 1,131,466.95



Loan and Finance Services
for the
Federally Assisted Code Enforcement Program

In November of 1966 the City and County of San Francisco contracted for a Federally Assisted Code Enforcement (FACE) Program, as provided for in the Housing and Urban Development Act of 1965, with the Secretary of the United States Department of Housing and Urban Development. To assist in carrying out the concentrated Code Enforcement program, the City and County is administering two programs designed to assist property owners in securing the financial resources to complete the necessary rehabilitation work on their properties. The first of these programs is the Direct Federal Loan for Rehabilitation as provided for in Section 312 of the Housing Act of 1964. The Section 312 Loan, available to owner-occupants and investor owners alike, bears an interest rate of 3% per annum. The second program is provided for under Section 115 of the Housing and Urban Development Act of 1965. This Program authorizes grants to qualified low-income owner-occupants in the Code Enforcement area.

The Chief Administrative Officer has assigned to the Real Estate Department the responsibility for administering the loan and grant functions of the Code Enforcement Program. To fulfill this responsibility, the Real Estate Department has six Real Property Loan Officers who are under the supervision of a Senior Right-of-Way Agent. A Real Property Loan Officer is assigned to each of the three Code Enforcement Area Site Offices located in Bernal Heights, Alamo Square and Duboce Triangle. One loan officer is assigned to the Division of Property Conservation to close the four completed districts, Glen Park, Great Highway, Arguello Park, and Buena Vista Heights. Two loan officers are assigned to the Central Office in the Real Estate Department. Also assigned to the central office are three Clerk Typists who perform the clerical and secretarial duties related to the FACE Program.



The Real Property Loan Officers interview property owners who desire financial assistance to bring their properties up to code compliance. By gathering all relevant data the loan officer is able to determine if the property owner qualifies for a Section 312 Loan, Section 115 Grant or other commercial financing programs. The loan officer prepares a loan package on behalf of the property owner to be submitted to the Department of Housing and Urban Development for approval. Once the loan is approved, all the escrow and related administrative requirements are performed in the Real Estate Department office. Applications for Section 115 Grants are prepared in much the same manner as Section 312 Loans with the major exception being that the Director of Public Works, rather than the Department of Housing and Urban Development, approves all applications upon the recommendation of the Real Estate Department.

The following summarizes the loan and grant activity for the fiscal year ending June 30, 1970.

Number of Section 312 loans approved ----- 298

Dollar amount of Section 312 loans approved --\$2,985,667.00

Number of Section 115 Grants approved ----- 61

Dollar amount of Section 115 Grants approved----\$170,130.00

The total number of Section 312 Loans approved by the Department of Housing and Urban Development since the start of the program is 640.

The dollar amount of Section 312 Loans approved by the Department of Housing and Urban Development since the start of the program is \$4,847,700.00.

The total number of Section 115 Grants approved since the start of the program is 234.

The total dollar amount of Section 115 Grants approved since the start of the program is \$478,074.12.

The total dollar amount of Section 312 loans and Section 115 Grants approved since the start of the program is \$5,325,774.12.



FACE Loans by DistrictGrants by District

Alamo Square	(8)	\$ 163,550.00		
Arguello Park	(213)	1,523,600.00	(85)	\$175,330.43
Bernal Heights	(12)	100,700.00	(5)	15,671.00
Buena Vista	(109)	1,120,200.00	(25)	51,290.60
Duboce Triangle	(2)	71,950.00		
Glen Park	(182)	1,277,550.00	(78)	162,283.09
Great Highway	(114)	590,150.00	(41)	73,499.00
	(640)	\$4,847,700.00	(234)	\$478,074.12

The Housing Act of 1968 limited 312 loans to property owners residing in the properties being brought into conformity with the codes and who are within income limits similar to the 221 (d) 3 limits. The Department of Housing and Urban Development has ruled however, that these income limits will not apply to the San Francisco Districts now in operation.



SF
RIO
#2
1970-71

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ANNUAL REPORT TO THE MAYOR

REAL ESTATE DEPARTMENT

CITY AND COUNTY OF SAN FRANCISCO

Fiscal Year 1970-1971

DOCUMENTS DEPT.
SAN FRANCISCO
PUBLIC INFORMATION



ANNUAL REPORT TO THE MAYOR

REAL ESTATE DEPARTMENT

CITY AND COUNTY OF SAN FRANCISCO

Fiscal Year 1970-1971

WALLACE WORTMAN
Director of Property



REAL ESTATE DEPARTMENT

City and County of San Francisco

Fiscal Year 1970-1971

Generally, all departments of the City require our services in appraisal and negotiation work; acquisition of property for street widenings and extensions, school expansions and parks; special study and appraisal projects; disposal of surplus property; jurisdictional transfers; management of City-owned facilities, advice pertaining to real estate matters; loan and finance service to Federal programs; and maintenance of records pertaining to City and School and Junior College Districts' property.

Property management functions are performed on a continuing basis and can be highlighted as follows:

1. CITY PROPERTY rentals such as the Lincoln Building at Fifth and Market Streets, a small dwelling at No. 7 Rotteck Street, or the service station lot at Polk and McAllister Streets produced an income of \$602,422.86.
2. PARKING FACILITIES. A total of \$308,219.97 was received from six facilities such as Marshall Square and Civic Center Auto Park.
3. CIVIC AUDITORIUM and BROOKS HALL developed a rental income for the City in the amount of \$284,392.76. In addition, the Concession lease produced \$37,686.05. The total income of \$322,078.81 nearly offset the \$365,500.00 direct charges against convention facilities operation.
4. CITY as LESSEE. \$830,698.20 was paid for the rental of property leased by the City. These facilities generally served as branch libraries, neighborhood health centers, Social Services offices, and educational locations.



However, major programs make up the bulk of functions of the Real Estate Department. Representative work performed for the various departments of the City was as follows:

- A. Department of Public Works: Projects involved acquisition of property for ten street extensions and widenings, such as Clay Street Widening and Fifth Street Extension. It also included seven street vacations, with the vacation of Merchant Street necessary for the construction of the Transamerica Building most publicized. Sewer easements were acquired and several relinquished. Locations were examined for possible sites for a sewer pumping station and to lease for engineering and FACE offices. Procedures and appraisals have been initiated to dispose of fourteen surplus parcels. The cost of real property acquired for street purposes amounted to \$994,125.00. The vacation of streets and easement relinquishments returned \$202,805.00 to the City. 121 Section 312 Loans were approved for the Federally Assisted Code Enforcement (FACE) Program in the total amount of \$3,078,900.00. In addition, 35 Section 115 Grants in the amount of \$111,927.00 were submitted and approved.
- B. Parking Authority: Management function in connection with operations of major offstreet parking facilities and preliminary appraisal studies for the Union Street area. Exchange of telephone easements at West Portal Parking site.
- C. Department of Social Services: Negotiate and arrange for leasing of additional quarters.
- D. Tax Collector: Appraise tax delinquent properties.
- E. Fire Department: Appraisal studies to develop possible sites for Engine Co. Nos. 16 and 33 and expansion of Engine Co. No. 3. The Bureau of Equipment property, 840 Octavia Street, was sold to the Redevelopment Agency for \$110,000.00. Sale of the Brazil Street parcel has been initiated.
- F. Department of Public Health: Leases for various clinics and health centers such as Bureau of Alcoholism and for the Methadone program. Appraisal and negotiation involving Condemnation Action at the Hassler Health Home.



- G. City Attorney: Advise in real estate and title matters. Review numerous All-Person suits involving the City. The City was named as defendant in 41 condemnation matters. The Director of Property appeared as witness for the City in the Gunnufsen vs City and County of San Francisco case.
- H. Library Department: Prepare and call for bids to lease Fuhrman Bequest Lands. One new exploration lease was awarded. Arrange lease for neighborhood Library, 2434 San Bruno Avenue.
- I. Recreation and Park Department: Management of Fuhrman Bequest Lands. Six Mini Park sites were acquired at a total cost of \$245,900.00. Investigate Candlestick Park utility right of way, jurisdictional transfer of certain Port Commission air rights, Twin Peaks utility easements, Lake Merced site lease, and initiate sale of surplus Dwight Street property. Continuing study of proposed Maritime Park and Haslett Warehouse.
- J. Courts: Lease space for two Superior Courts in California Hall. Initiate lease of space for Adult Probation Supervision Unit and Portola/Woodside service station site.
- K. Community College District: Leases for adult school locations such as 1452 Market Street for Basic Skill Center. 33 Gough Street was acquired for the use of Adult Division Offices at a cost of \$800,000.00. Investigation of the Liebes Building as a possible school site is being made.
- L. Port Commission: Appraisal of Assessor's Blocks 4379/4380 for possible acquisition for Container Terminal.
- M. Mayor's Office: Appraisals, reports and recommendations and services as required such as supervision of management of Midtown Park. Rent studies, leases for Model Cities Agency and Neighborhood Youth Corps.
- N. San Francisco Unified School District: Arrange leasing of twelve various sites or quarters for special projects and school use. Review Lincoln Building lease requirements and management thereof. Acquisition of property in connection with the expansion of Bayview, Bryant, and LeConte Schools. The cost of real property acquired for Bayview School amounted to \$214,000.00.



- O. Redevelopment Agency: Transfer three tax deeded lots in Western Addition Area A-2 to the Agency.
- P. Board of Supervisors: Appraisal study, report and recommendation on special assignments such as acquisition of Golden Gate Hospital and Golden Gate National Park. Review City Hall space for rearrangement of offices.
- Q. Chief Administrative Officer: Nourse Auditorium study for non-profit corporation ballet use. Review State Legislation.
- R. General: Review and initiate payment of taxes on out of county City-owned properties. Negotiate and arrange for leasing of space for Agricultural Commission, Art Commission, and Finance and Records. Prepare study of Produce Terminal rentals. Report on Capital Improvement Program. Review surplus properties with Housing Authority. Complete jurisdictional transfer of property from Juvenile Court to Department of Public Health.
- S. Airport: Appraisal, recommendation and arranging for land and facility leases. Certain drainage easements were developed with Southern Pacific Co.
- T. Hetch Hetchy: Appraisal, recommendation and negotiations in connection with Condemnation Actions involving transmission lines and highways. Appraisal study to develop a site for a Muni substation.
- U. Municipal Railway: Appraisal study for shop and bus facilities site and research of Twin Peaks Tunnel acquisition records.
- V. Water: Appraisal, recommendation and negotiations in connection with Condemnation Actions involving highways, utility easements and miscellaneous county projects. The Public Utilities Commission has declared five parcels as surplus to their needs and appraisals and studies have been initiated to dispose of these properties. 61 acres of watershed land in San Mateo County were acquired from the Filoli Estate and the Diamond Street property was sold to BART for \$20,000.00.

During this fiscal year a greater portion of the Water Department's land management work became the responsibility of the Real Estate Department. A new Senior Right of Way position was created with the agent working full time with the Water Department Agricultural Division.



Also during this fiscal year, Mr. James Graham, the Manager of the Civic Auditorium, retired, and Mr. Edward Walcott was appointed as Manager on a temporary limited tenure basis. A Right of Way Agent has been assigned to aid with work in the Civic Auditorium and Brooks Hall on an emergency basis.

Again we wish to point out that the Real Estate Department's functions are supported in the main on an interdepartmental work order basis. We believe that many problems and considerable savings in monies would be resolved if the majority of the staff were placed in budgeted positions. Most departments of the City have no allocated funds from which to pay for services which they require from the Real Estate Department. The delay in allocation of funds creates hardships for many projects.

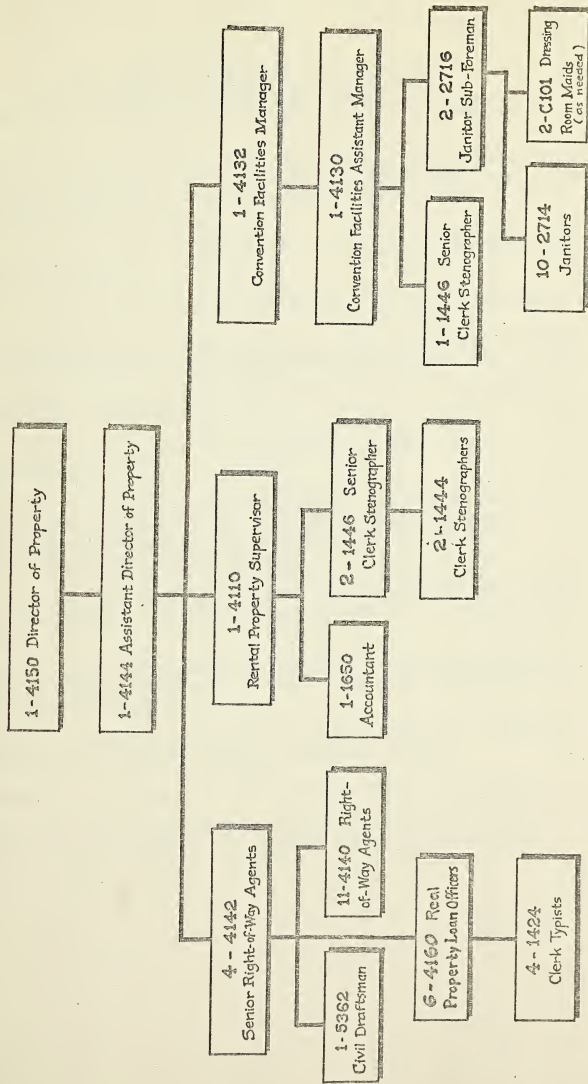


Attached for information are the following reports and schedules:

	<u>Page</u>
I. Organization Chart of Real Estate Department	6-A
II. Real Estate Department Work Program	7
III. Revenue Report and Statement of Activities of Convention Facilities	8-9
IV. Privately-owned Real Property leased by the City and County of San Francisco	10
V. Revenues Received from Rental of City-owned Real Property	11-13
VI. Loan and Finance Services furnished for the Federally Assisted Code Enforcement Program	14-15
VII. Summary of Leases - City, San Francisco Unified School District, and San Francisco Community College District, as Lessees	



ORGANIZATION CHART





Real Estate Department Work Program
as required by Charter Sections 91-94,
and Administrative Code Section 17.19 and Chapter 23

- I. Appraisal of all types of property for all City Departments and School District in San Francisco, San Mateo, Santa Clara, Alameda, Tuolumne, Stanislaus, San Joaquin, Kern, Fresno, and Monterey Counties.
- II. Acquisition of Real Property for all City Departments and School District.
- III. Sale and exchange of City and School District properties.
- IV. Lease and Rental of properties as both Lessor and Lessee, as required by all City Departments and School District.
- V. Appraisals, negotiations and preparation of legislation for street vacations.
- VI. Jurisdictional transfers of property between City Departments.
- VII. Management of City-owned properties, including Civic Auditorium and Brooks Hall, public parking garages, neighborhood offstreet parking facilities and three major offstreet parking plazas.
- VIII. Act as advisor to City Attorney in all matters pertaining to real estate. Provide expert witnesses in condemnation cases.
- IX. Furnish loan and finance services to the Department of Public Works in connection with Federally Assisted Code Enforcement Program.
- X. Maintain records pertaining to City and School District property and prepare annual valuation report.
- XI. Assignment of space in City Hall and Hall of Justice.
- XII. Appraisals and feasibility studies for Mayor's Office, Board of Supervisors and Surplus Property Commission.



ANNUAL REVENUE REPORT
and
STATEMENT OF ACTIVITIES

Fiscal Year 1970-1971

CIVIC AUDITORIUM and BROOKS HALL

The Revenue Report on the attached sheet reflects a slight increase in both occupancy and revenue.

The following Conventions and Trade Shows used our facilities during the past year:

KIWANIS INTERNATIONAL
AMERICAN SOCIETY OF BIOLOGICAL CHEMISTS
ON CUE PRODUCTIONS
AMERICAN COLLEGE OF OBSTETRICIANS AND GYNECOLOGISTS
AMERICAN WELDING SOCIETY
NATIONAL EDUCATION ASSOCIATION
WESTERN PACKAGING
NATIONAL CONFERENCE ON WATER RESEARCH
WESTERN MERCHANDISE EXHIBITORS (2 shows)
BROTHERHOOD OF CARPENTERS
CALIFORNIA FEDERATION OF LABOR
ACADEMY OF GENERAL PRACTITIONERS
RESTAURANT SHOW
AMERICAN OSTEOPATH ASSOCIATION
GENERAL WINE AND SPIRITS
AMERICAN ACADEMY OF PEDIATRICIANS
NATIONAL SPORTING GOODS
WESTERN PLANT AND ENGINEERING MAINTENANCE
HOME SHOW
NATIONAL AUTOMOBILE DEALERS ASSOCIATION
HARDWARE SHOW
AMERICAN ACADEMY OF ORTHOPAEDIC SURGEONS
AMERICAN PHARMACEUTICAL ASSOCIATION
ANTIQUE SHOW
NATIONAL NUTRITIONAL FOODS

In addition, the premises were used by events of a local nature as listed below:

ART COMMISSION-POPS CONCERTS	GOLDEN GLOVES BOXING
YOUTH FOR SERVICE	GREEK BALL
WARRIORS BASKETBALL	SHRINE CIRCUS
SKI SWAP	UNIV. OF S.F. GRADUATION
GOSPEL SINGERS	SACRED HEART GRADUATION
IMPORTED CAR SHOW	R.O.T.C.
S.F. OPERA BALL	U.S. POST OFFICE AUCTION

Prospects for the 1971-1972 year are that the revenue and occupancy days should approximate 1970-71.



REVENUE REPORT

Fiscal Year 1970-1971

CIVIC AUDITORIUM and BROOKS HALL

<u>1970</u>	<u>AUDITORIUM Rent</u>	<u>BROOKS Rent</u>	<u>P.A.</u>	<u>Organ</u>	<u>Misc.</u>	<u>Con- cessions</u>
JULY	\$15,080.00	\$17,000.00	\$420.00	\$350.00	\$1,390.00	\$4,691.00
AUG.	13,406.53	6,500.00	160.00	25.00	-	2,819.00
SEPT.	11,200.00	13,500.00	180.00	25.00	80.00	905.00
OCT.	21,287.21	7,500.00	120.00	-	-	2,205.70
NOV.	11,043.13	16,750.00	-	-	294.40	4,870.30
DEC.	10,664.56	12,000.00	-	-	-	3,092.60
<u>1971</u>						
JAN.	8,553.25	9,000.00	140.00	100.00	-	2,110.60
FEB.	12,820.00	11,000.00	20.00	-	-	4,194.00
MARCH	13,980.01	10,250.00	140.00	25.00	-	1,836.90
APRIL	9,029.70	8,750.00	-	-	98.00	2,006.00
MAY	11,237.47	14,598.50	180.00	50.00	-	7,057.80
JUNE	<u>6,070.00</u>	<u>8,750.00</u>	<u>260.00</u>	<u>25.00</u>	<u>340.00</u>	<u>1,896.40</u>
	144,371.86	135,598.50	1,620.00	600.00	2,202.40	37,686.00

	<u>1970-71</u>	<u>1969-70</u>
Auditorium Rentals	\$144,371.86	\$129,210.94
Brooks Hall	135,598.50	112,000.00
P. A. System	1,620.00	1,060.00
Organ	600.00	325.00
Misc. Revenue	2,202.40	2,261.64
Concessions	37,686.05	41,531.00
	<u>322,078.81</u>	<u>286,388.58</u>

Increase of \$35,690.23 or 13% over last fiscal year.

Occupancy 1970-71

Auditorium 223 days
Brooks 227 days

Occupancy 1969-70

Auditorium 224 days
Brooks 201 days



Privately-Owned Real Property Leased by
the City and County of San Francisco
Fiscal Year 1970-1971

<u>Department or Purpose</u>	<u>Locations</u>	<u>Annual Rental</u>
Branch Libraries	6 locations	\$ 39,795.00
Health Centers	20 locations	186,120.00
Superior Court	625 Polk Street	28,020.00
Hetch Hetchy Water & Power	855 Harrison Street	68,400.00
Juvenile Court	2715 San Bruno Ave.	4,500.00
Art Commission	425 - 14th Street	336.00
Finance & Records (storage of records)	144 Townsend Street	15,600.00
Human Rights Commission	1095 Market Street	16,880.40
Dept. of Social Services	3 locations	320,760.00
Public Administrator	1212 Market Street	28,987.20
City Planning	1212 Market Street	23,760.00
Transit Task Force	1182 Market Street	10,200.00
Model Neighborhood Agency	2 locations	6,300.00
Recreation & Park Dept.	3 locations	5,400.00
Dept. of Public Works	6 locations	75,639.60
		<u>\$ 830,698.20</u>
Civic Center Parking Plaza Corp.	Civic Center	\$ 285,000.00

COMPARISON OF 1970-1971 BUDGET
with EXPENDITURES by APPROPRIATION

<u>Appropriation</u>	<u>Budget</u>	<u>Actual Expenditures</u>
0.245.200.000	\$ 12,412.00	\$ 12,331.41
0.245.212.000	1,500.00	1,186.88
0.245.213.000	250.00	397.98
0.245.214.000	2,500.00	3,148.23
0.245.216.000	100.00	110.00
0.245.300.000	445.00	333.77
0.245.400.000	632.00	614.28
0.245.800.000	317.00	316.50
0.245.815.000 (Insurance)	9,799.00	9,799.00
0.245.869.608	122,777.00	122,777.10
0.245.870.000	46,595.00	43,475.87
0.245.880.000	285,000.00	285,000.00
0.245.900.000	1,500.00	1,472.88



Revenue received by Real Estate Department from Lands and Improvements
 leased by City and County of San Francisco and/or the
 San Francisco Unified School District, as Lessor

Fiscal Year - 1970-1971

<u>Department or Location</u>	<u>Annual Revenue</u>
<u>BOARD OF EDUCATION - Projects and Properties</u>	
Lincoln Building, Fifth & Market Sts.	\$ 306,000.00
Temporary House Rentals	6,994.70
Sign Boards	120.00
Telephone Pay Stations	3,301.09
<u>COMMUNITY COLLEGE DISTRICT</u>	
Telephone Pay Stations	1,619.78
<u>PARKING LOTS (6)</u>	
Mission St. Merchants Assn. Parking Corp.	General-1947 Offst. Parking
7th & Harrison	General
Marshall Square Auto Parking	General
Civic Center Auto Park	General
St. Mary's Square Garage	General-Rec. & Park 1947 Offst. Parking
Vallejo Street Garage	Offst. Parking
	17,805.95
	24,481.42
	36,509.23
	144,858.84
	41,727.09
	42,837.44
<u>RECREATION & PARK - Properties</u>	
Lake Merced - Ground Rentals	120.00
J. Boatright - 373 Ramsell St.	420.00
Signboards	248.32
M. Harband - Howard & Langton - Lot 91	3,150.00
<u>FUHRMAN BEQUEST - Properties</u>	
Kern County Oil and Grazing Leases: Grazing Leases	490.00
Shell Oil Co.	22,780.11
Central Calif. Oil Co.	1,100.00
Fresno Co. - Oil Lease Frank McKay	1,200.00
<u>HETCH HETCHY SYSTEM - Properties</u>	
Moccasin Creek - Store & Post Office	1,200.00
State of California - Decomposed granite	-0-

<u>Department or Location</u>	<u>Fund</u>	<u>Annual Revenue</u>
<u>DEPT. OF PUBLIC WORKS - Projects</u>		
Crosstown Freeway	Special Gas Tax	2,340.00
Crosstown Freeway	Road Fund	2,956.00
Bosworth Street	Road Fund	1,440.00
Mullen Avenue	Road Fund	900.00
7th Street Extension	Special Gas Tax	700.00
Clay-Washington Widening	Special Gas Tax	9,020.72
<u>MUNICIPAL RAILWAY - Properties</u>		
Ocean and San Jose - Service Station		4,200.00
Telephone Pay Stations		2,782.91
<u>AIRPORT - Properties</u>		
Telephone Pay Stations (9 months)		58,956.68
<u>CITY HALL</u>		
Desk Space	General	2,820.00
<u>HALL OF JUSTICE</u>		
Stiveson's Cafeteria	General	6,976.99
Employee Parking Stalls	General	5,895.75
<u>VARIOUS RENTALS - (General Fund)</u>		
Ground Rentals:		
1325 Potrero Ave. - Driveway		-0-
Miraloma Park Improvement Assn.		1.00
Twin Peaks - Radio Relay Station		4,200.00
Phelps St. & Galvez Ave. (DiSalvo Trucking)		22,200.00
Phelps St. & Galvez Ave. (Lowrie Paving Co.)		8,250.00
Phelps & McKinnon (Philift Co.)		1,800.00
Twin Peaks - Radio Repeater Station		60.00
Visitation Valley Community Center		1.00
Twin Peaks Block House		480.00
Sewage Disposal:		
Bayshore Sanitary District		14,634.00
Hunters Point Naval Station		22,170.22
North San Mateo Co. Sanitation District		23,511.84
Signboards - various locations		43.00
Telephone Pay Stations - various locations		21,572.84



Department or LocationAnnual RevenueSERVICE STATIONS

McAllister and Polk Streets
Portola and Woodside
Portola and Teresita

\$ 12,046.60
7,669.31
300.00

Warehouse Space - Jessie & Mint Streets

4,950.00

WATER DEPARTMENT

Parking Lot - Bryant Street

10,800.00

\$ 910,642.83



Loan and Finance Services
for the
Federally Assisted Code Enforcement Program

In November of 1966 the City and County of San Francisco contracted for a Federally Assisted Code Enforcement (FACE) Program, as provided for in the Housing and Urban Development Act of 1965, with the Secretary of the United States Department of Housing and Urban Development. To assist in carrying out the concentrated Code Enforcement program, the City and County is administering two programs designed to assist property owners in securing the financial resources to complete the necessary rehabilitation work on their properties. The first of these programs is the Direct Federal Loan for Rehabilitation as provided for in Section 312 of the Housing Act of 1964. The Section 312 Loan, available to owner-occupants and investor owners alike, bears an interest rate of 3% per annum. The second program is provided for under Section 115 of the Housing and Urban Development Act of 1965. This program authorizes grants to qualified low-income owner-occupants in the Code Enforcement area.

The Chief Administrative Officer has assigned to the Real Estate Department the responsibility for administering the loan and grant functions of the Code Enforcement Program. To fulfill this responsibility the Real Estate Department has five Real Property Loan Officers who are under the supervision of a Senior Right of Way Agent. One Real Property Loan Officer is assigned to each of the three Code Enforcement Area Site Offices, located in Bernal Heights, Alamo Square, and Duboce Triangle. Two loan officers are assigned to the Central Office in the Real Estate Department. Also assigned to the Central Office is one Clerk Typist who performs the clerical and secretarial duties related to the FACE Program.

The Real Property Loan Officers interview property owners who desire financial assistance to bring their properties up to code compliance. By gathering all relevant data the loan officer is able to determine if the property owner qualifies for a Section 312 Loan, Section 115 Grant or other commercial financing programs. The loan officer prepares a loan package on behalf of the property owner to be submitted to the Department of Housing and Urban Development for approval. Once the loan is approved, all the escrow and related administrative requirements are performed in the Real Estate Department office. Applications for Section 115 Grants are prepared in much the same manner as Section 312 Loans with the major exception being that the Director of Public Works, rather than the Department of Housing and Urban Development, approves all applications upon the recommendation of the Real Estate Department.



The following summarizes the loan and grant activity for the fiscal year ending 1970:

Number of Section 312 loans approved - - - - 121

Dollar amount of Section 312 loans approved - - \$3,078,900.00

Number of Section 115 Grants approved - - - - 35

Dollar amount of Section 115 Grants approved - \$111,927.00

The total number of Section 312 Loans approved by the Department of Housing and Urban Development since the start of the program is 745.

The dollar amount of Section 312 Loans approved by the Department of Housing and Urban Development since the start of the program is \$7,796,450.00.

The total number of Section 115 Grants approved since the start of the program is 265.

The total dollar amount of Section 115 Grants approved since the start of the program is \$568,001.20.

The total dollar amount of Section 312 Loans and Section 115 Grants approved since the start of the program is \$7,931,970.20.

FACE has proposed two new districts, Inner Richmond and Upper Ashbury.

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SUMMARY OF LEASES

CITY AS LESSEE

DEPARTMENT	NUMBER OF LEASES	BUILDING AREA LEASED - SQ. FT.	TOTAL MONTHLY RENTAL	TOTAL ANNUAL RENTAL
LIBRARY	6	14,395	\$ 3,316.25	\$ 39,795.00
SOCIAL SERVICES	4	100,400	26,793.00	320,760.00
PUBLIC HEALTH	21	81,034	15,510.00	186,120.00
P.A.C.E.	5	7,275	2,174.50	26,094.00
PUBLIC WORKS	3	15,360	4,978.80	59,745.60
VARIOUS	14	72,993	16,515.38	198,184.56
TOTAL CITY	53	291,457	69,224.93	830,695.16
UNIFIED SCHOOL DISTRICT	49	110,840	13,598.00	163,176.00
COMMUNITY COLLEGE DISTRICT	17	152,099	16,364.33	196,371.96
TOTALS OF ALL BUILDING LEASED	119	554,396	\$ 99,187.26	\$ 1,190,247.12
MISCELLANEOUS				
RECREATION AND PARK				
MINI PARKS	2	5,650	\$ 50.00	\$ 600.00

July 1, 1972



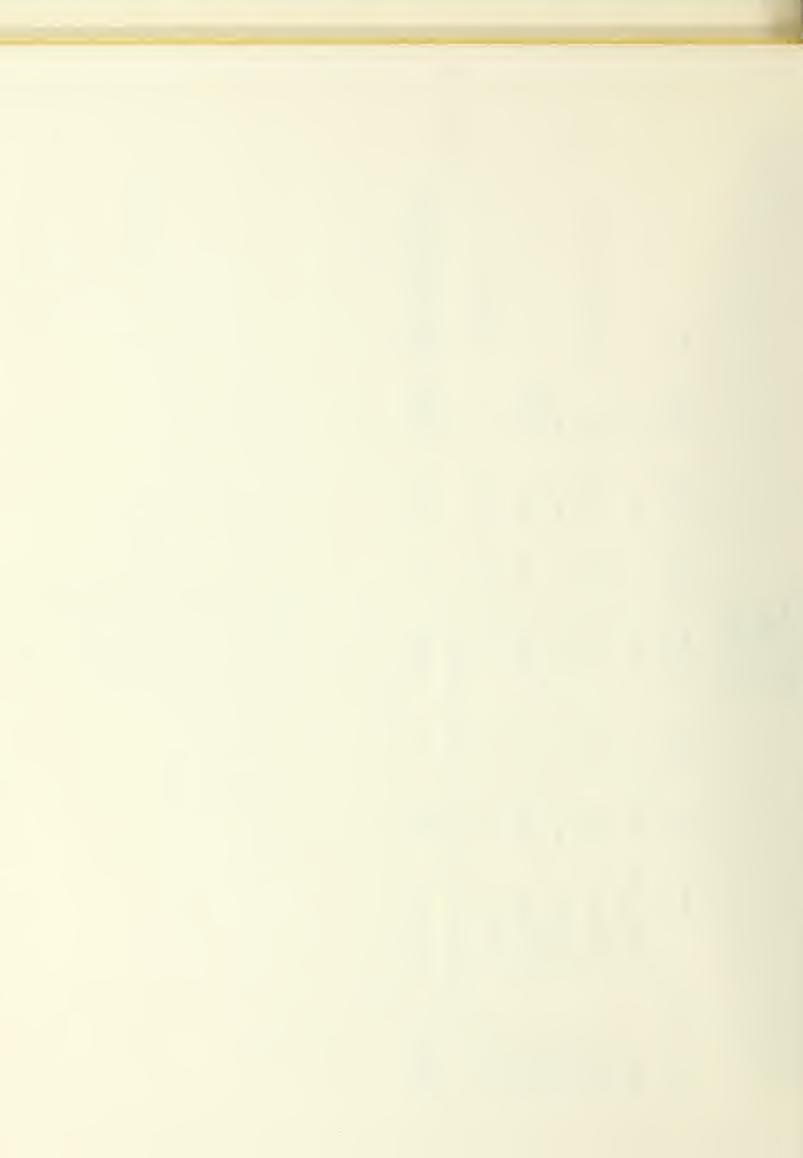
SCHEDULE OF LEASES

CITY AS LESSEE

PUBLIC LIBRARY

LOCATION/DESCRIPTION	PURPOSE	LESSOR	AREA LEASED SQ. FT.	BASIC MONTHLY RENTAL	BASIC RENTAL SQ. FT./MO	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
45 Leland Store	Visitation Valley Branch Library	Bauman	2,300	\$ 250.00	.11	1-31-72	None	
2434 San Bruno Store	Portola Branch Library	Gilmore, et al	1,650	140.00	.08	mo. to mo.	None	Funds Encumbered thru 6-30-72
2838 Diamond Store	Cien Park Branch Library	Hayes	1,400	300.00	.21	4-30-72	None	
387 Ashton Store	Ingleaside Branch Library	Soldavini	1,975	150.00	.08	1-31-72	1 - 1 Year 30 Days	
111 Broad Ground Floor	Ocean View Branch Library	Stratigos	1,370	125.00	.09	mo. to mo.		Funds encumbered thru 6-30-72
The above rentals do not include janitorial services or utilities								
590 Kearny Ground Floor	Business Branch	Firmans Ins. Co	5,700	2,351.25	.41	6-30-72	5 - 1 Year 60 Days	Base rent subject to increase not to exceed 3% in each option period.
The above rental includes utilities and janitorial services								

July 1, 1971



SCHEDULE OF LEASES

CITY AS LESSEE

SOCIAL SERVICES

LOCATION/DESCRIPTION	PURPOSE	LESSEE	AREA LEASED SQ. FT.	BASIC MONTHLY RENTAL	BASIC RENTAL SQ. FT./MO.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
1360 Mission Entire Building	Offices and Storage	Land Dev. Co.	37,400	\$ 7,450.00	\$.20	9-30-71	None	\$26,586 alterations were amortized during 1st year 67/68
965 Mission Top 3 Floors	Office Space	Well	27,000	8,100.00	.30	8-14-72	1 - 1 Year 30 Days	
965 Mission 1st 4 Floors & Bmt.	General Offices	Well	36,000	10,800.00	.24	8-14-72	1 - 1 Year 60 Days	
	Above rentals include utilities and janitorial services							
Between Valencia & Stevenson, Block 3513, Lot 7L	Off Street Parking	State	18,800	350.00	.02	8-30-72	None	

July 1, 1971



SCHEDULE OF LEASES

CITY AS LESSEE

DEPARTMENT OF PUBLIC HEALTH

LOCATION/DESCRIPTION	PURPOSE	LESSOR	AREA LEASED SQ. FT.	BASIC MONTHLY RENTAL	BASIC RENTAL SQ. FT./MO	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
2107 Van Ness Ave. Entire 2nd Floor	Center for Special Problems	Bel Forte	7,000	\$ 2,450.00	\$.35	6-30-72	2 - 1 Year 30 Days	
2940 - 16th Street Portion 2nd Floor	Mental Health Center	M.K. Blake Estate Co.	6,790	2,405.00	.35	12-15-72	None	
511 Columbus Portion 2nd Floor	Mental Health Clinic	Cicciario et al	1,638	500.00	.30	12-30-71	2 - 1 Year 30 Days	
942 Market Rooms 702 thru 711	Mental Health Offices	Coleman et al	3,030	720.00	.24	6-30-72	None	
942 Market Room 712	Mental Health Offices	Coleman et al	522	124.00	.24	6-30-72	None	
300 Bannington Entire 1st Floor	Health Center	Pogarty	500	60.00	.12	No. to No.		Funds Encumbered thru 6-30-72

July 1, 1971



SCHEDULE OF LEASES

CITY AS LESSEE

PUBLIC WORKS

LOCATION/DESCRIPTION	PURPOSE	LESSOR	AREA LEASED SQ. FT.	BASIC MONTHLY RENTAL	BASIC RENTAL SQ. FT./MO.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
1182 Market St. Rooms 420-421 & Suite 422	Transit Task Force Office Space	Orpheum Bldg. Co.	2,800	\$ 850.00	\$.29	Mo. to Mo.		Funds encumbered 8-30-71
470 Castro Suite 200	F.A.C.E. Program Office	Honglund et al	1,050	325.50	.31	2-29-72	1 - 1 Year 30 Days	
470 Castro Suite 202	F.A.C.E. Program Office	Honglund et al	650	275.00	.43	2-29-72	1 - 1 Year 30 Days	
369 Hayes Entire 2nd Floor	F.A.C.E. Program Office	Cross	2,500	700.00	.28	2-29-72	None	
3220 Mission Store	F.A.C.E. Program Office	Guppy et al	1,900	310.00	.16	2-29-72	3 - 1 Year 30 Days	\$5,925. alterations amortized 1st year, 69/70
525 Golden Gate Ave. Portion 1st Floor	F.A.C.E. Program Office	State Comp.	1,175	564.00	.48	3-30-72	1 - 1 Year 60 Days	\$1,000. alterations amortized 1st year, 70/71
525 Golden Gate Ave. Portion 1st Ave.	Mechanical & San- itary Eng. Office	State Comp.	7,560	3,628.80	.48	3-30-72	1 - 1 Year 60 Days	\$16,603 alterations amortized 1st year, 70/71
Above Rentals include utilities and janitorial services.								
461 Valencia Entire Building	Traffic Sign Shop	Ahern	5,000	500.00	.10	4-30-72	None	

Above rental does not include utilities or janitorial service.

JULY 1, 1971



SCHEDULE OF LEASES

CITY AS LESSEE

DEPARTMENT OF PUBLIC HEALTH (Cont'd)

LOCATION/DESCRIPTION	PURPOSE	LESSOR	AREA LEASED SQ. FT.	BASIC MONTHLY RENTAL	BASIC MONTHLY RENTAL SQ. FT./Mo.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
1195 Bush Street Entire Bldg. & Adjacent Parking Lot	Northeast Ventral Health Center	St. Francis Hospital	22,400	\$ 2,440.00	\$.11	2-29-72	4-1 Year 30 days	Rent adjustment starting with 2nd 1-year option period 3-1-73 not to exceed \$450.00 per mo. Area does not include parking lot.
299 Hyde Street 2nd Floor	Outpatient Methadone Facility	Kriegar	5,400	2,868.00	.53	8-31-71	5 - Year	Base Rent \$1,373.00 (.23) 1,495.00 Alterations, Amorti- zed initial 3 month period '71. Provisions for \$10,000 alter- ations 1st option, base rental adjustment beginning with 2nd option.
705 Watson Portion 1st Floor	Family Plan- ning Clinic	Canon Kip	350	None		No. to No.		Used Once Afternoon a week
Above rental includes utilities and janitorial services.								
120 Julian Entire Bldg. less 2 rooms, 2nd Floor	Bureau of Alcoholism Halfway House	Protestant Episcopal Bishop	7,140	500.00	.07	4-30-72	2 - 1 Year 90 days	
250 - 4th Street Entire 2nd Floor	V.D. Medical Clinic	Masengill	10,000	900.00	.09	9-30-72	7 - 1 year 180 days	\$75,768.96 alterations were amortized during 1st year, 6/9/70

Above rentals do not include utilities or janitorial services

July 1, 1971



SCHEDULE OF LEASES
CITY AS LESSEE

DEPARTMENT OF PUBLIC HEALTH (CONT'D)

LOCATION/DESCRIPTION	PURPOSE	LESSOR	AREA LEASED SQ. FT.	BASIC MONTHLY RENTAL	BASIC RENTAL SQ. FT./MO	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
470 Castro Suite 204-205	Bureau of Alcoholism, Employee Referral Program	Hosglund et al	1,200	\$ 425.00	\$.35	2-29-72	4 - 1 Year 30 Days	
799 Pacific Ave. Portion Ground Floor	Out Patient T.B. Clinic	Housing Authority	660	66.00	.10	Mo. to Mo.		Funds Encumbered thru 6-30-72
2451 Sacramento	Health Center	Housing Authority	1 - room	1.00		Mo to Mo.		
1095 Connecticut	Health Center for Children	Housing Authority	216	1.00		Mo. to Mo.		
799 Pacific Ave. Portion of Ground Floor	Northbeach Mental Health Center	Housing Authority	3,010	300.00	.10	Mo to Mo.		Funds Encumbered thru 6-30-72
3261 - 23rd Street 1st Floor of Church	District Baby Clinic	Mission United Presbyterian	4,300	30.00		Mo. to Mo.		Used ½ day per week
1500 Grove Street Entire 1 Story Bldg.	Mental Health	Oyen	4,278	1,185.00	.28	Mo. to Mo.		Funds Encumbered thru 4-30-72
800 Potrero 6 Offices Ground Floor	Geriatric Screening Center	Ruta	1,200	300.00	.25	1-31-72	None	Same Building
2601 - 20th Street 3 Offices Ground Floor	Research & Program Evaluation	Ruta	600	150.00	.26	1-31-72	None	
55 Jones Street 3 Basement Rooms	Health Center Chest Clinic	St. Anthony Clinic		75.00		Mo. to Mo.		Used 2 days per week

July 1, 1971



SCHEDULE OF LEASES

CITY AS LESSEE

VARIOUS CITY DEPARTMENTS

DEPARTMENT/LOCATION	PURPOSE	LESSOR	AREA LEASED SQ. FT.	BASIC MONTHLY RENTAL	BASIC RENTAL SQ. FT./MO.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
PUBLIC UTILITIES 855 Market St. Entire 2nd Floor Portion 1st Floor	Hatch Hatchery Water & Power Offices	Glaeser	16,000	\$ 5,700.00	\$.35	7-14-72	8 - 1 Year 180 Days 90 days	Optional Rental 1st 2 - \$5,700; 3 1/2 - \$5,000; 6/8 - \$5,200; 9 - \$5,400; \$32,378 alterations amortized over 3 yr. period. 70/73
FINANCE & RECORDS 1144 Townsend Warehouse & Office	Storage of Records	Lynch	19,140	1,300.00	.07	1-31-72	2 - 1 Year 30 Days	
PUBLIC ADMINISTRATOR 1212 Market St. Entire 3rd Floor & Portion of Lower Arcade	Office and Record Storage	McConnell	5,852	2,415.60	.41	1-31-72	3 - 1 Year 30 Days	
CITY PLANNING 1212 Market St. Offices	Drafting Department	McConnell	4,400	1,980.00	.45	1-31-72	3 - 1 Year 30 Days	
HUMAN RIGHTS 1095 Market St. Offices	Office Space for Headquarters	Phelan Co.	4,689	1,406.70	.30	6-30-72	None	
SUPERIOR COURT Portion 2nd Floor 625 Polk St.	Civil Courts	Calif. Hall Asst.	6,756	2,335.00	.35	6-30-72	2 - 1 Year 30 Days	\$21,735 alterations amortized over two months '72. Three additional options from 6/30/74 subject to negotiation.
Above Rentals include utilities and janitorial service.								
MAYOR'S OFFICE 4250 - 3rd Street Entire 2nd Floor	Bayview-Hunters Point Office - Model Neighborhood	Bouscail	1,400	250.00	.18	7-31-71	1 - 1 Year	
MAYOR'S OFFICE 4250 - 3rd Street Entire Ground Floor	Bayview-Hunters Point Office - Model Neighborhood	Bouscail	1,400	275.00	.20	7-31-71	1 - 1 Year	
Above rentals include janitorial service, <u>leasing</u> pays utilities.								

July 1, 1971



SCHEDULE OF LEASES

CITY AS LESSEE

VARIOUS CITY DEPARTMENTS (CONT'D)

DEPARTMENT/LOCATION	PURPOSE	LESSOR	AREA LEASED SQ. FT.	BASIC MONTHLY RENTAL	BASIC RENTAL SQ. FT./MO.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
JUVENILE COURT 2714 San Bruno Ave. Office Space	Office Space for Special Subsidy	Cavallini et al	2,400	\$ 375.00	\$.16	2-29-72	4 - 1 Year 30 days	\$3,985.00 alterations amortized over 7 months @ 70/71
RECREATION & PARK DEPT. N.E. Sumner 125' S.E. Howard Block 3790, Lot 57	Mind Park	Wilkins Estate	1,450	20.00		Mo. to Mo.		
RECREATION & PARK DEPT. 411 E. Vermont 330' W. 14th Street, Block 3552, Lot 35	Mind Park	Meehan	4,200	30.00		Mo. to Mo.		
RECREATION & PARK DEPT. 1449 Denner Entire Warehouse	Storage of Astroturf	Johnson	5,000	400.00	.08	6-30-72	1 - 1 Year 30 Days	
DEPT. OF ELECTRICITY Bank of America Bldg.	Relay Radio Station	Bank of America	90	1.00/yr.		12-31-71	9 - 1 Year 30 Days	Can terminate with 6 months notice before option period
ART COMMISSION 425 - 14th St. Meeting Room	Neighborhood Arts Program	Robbs et al	216	28.00	.13	Mo. to Mo.		

Above rentals do not include utilities or janitorial service.

Above rental includes utilities.

July 1, 1971



SCHEDULE OF LEASES

SAN FRANCISCO UNITED SCHOOL DISTRICT LESSEE

Leases where rental is \$300/mo. or more

LOCATION/DESCRIPTION	PURPOSE	AREA LEASED SQ. FT.	BASIC MONTHLY RENTAL	BASIC RENTAL SQ. FT./MO.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
1480 Mission St. Ground Floor & Mezzanine	Continuation High School	14,500 plus 10 Off Street Parking Stalls	\$ 2,530.00	.17	9-30-71	None	All Services paid by Lessee.
838-912-44 Folsom St. Entire 2nd Floor plus 20 Parking spaces	Pupil Services Program	7,000	1,700.00	.24	12-14-72	None	All Services paid by Lessee. Charge for utilities not to exceed \$280/mo. Tax escalation clause.
850 Folsom Street Entire Building	Pupil Services Program	8,000	800.00	.10	9-30-72	None	All services paid by Lessee. Charge for utilities not to exceed \$240.00 month.
1530 Buchanan St. 3 Rm. 1st Floor 3 Rm. 2nd Floor	Guidance Service Center	2,500	350.00	.14	8-31-72	None	All services paid by Lessor.
855 Sacramento St. Portions of 1st & 2nd Floors	Child Care Center	2,700 plus 5,600 yard space	385.00	.14	No. to No.		Lessee provides own janitorial service. Lessor provides utilities.

July 1, 1971



SCHEDULE OF LEASES

SAN FRANCISCO UNITED SCHOOL DISTRICT LESSEES (CONT'D)

LOCATION/DESCRIPTION	PURPOSE	AREA LEASED SQ. FT.	BASIC MONTHLY RENTAL	BASIC RENTAL SQ. FT./MO.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
827 Stockton St. 4 rooms	School	2,500	\$ 450.00	\$.12	6-30-72	1 additional school periods	Rent based on \$75.00 per mo. per room presently using 6 rooms - All services paid by Lessor.
5273 - 3rd St.) Ground Floor) 5279 - 3rd St.) 2nd Floor)	Branch Office of S.F.U.S.D. Guidance for Educa- tionally Retarded	1,700 830	300.00 150.00	.18 .18	9-30-72 ⁷² 9-30-72 ⁷²	1 - 1 Year 1 - 1 Year	{ Both Leases with same Lessor, (all services paid by Lesseee. {
1700 Marshall 6 rooms Portions of 1st & 2nd Floors	Therapeutic Educational Center	3,800 plus 630 yd. Area	635.00	.17	6-30-72	None	All services paid by Lessor.
1111 Junipero Serra Portion of Lower Floor	Children's Center	6,210	1,000.00	.16	6-30-73		Lease can be terminated upon 60 days written notice by either party upon anniversary date. If termination is prior to beginning of 24th month, the rental payment for the last month of occupancy shall be \$2,000.00. All services paid by Lessor.
247-49 Webster Entire Building	Offices for Special Education Services Division	2,100 plus 600 yard space	360.00	.05	8-31-72	None	All services paid by Lessor.
410 Garces Drive 24 parking spaces	Driver Training Program		348.00	14.50 per car	Monthly Agreement	None	Since May, 1959
Summary of 37 Leases under \$300/mo.	Various	5,600- 8,415	4,740.00 4,965	.08		July 1, 1971	Area does not include 45 acres at Fort Funston used by R.O.T.C. or yard or parking areas. Rent of land and area approximate as number of leases based on amt. of area & number of times used.



SCHEDULE OF LEASES

SAN FRANCISCO COMMUNITY COLLEGE DISTRICT LESSEE

Leases where rental is \$300/mo. or more

LOCATION/DESCRIPTION	PURPOSE	AREA LEASED SQ. FT.	BASIC MONTHLY RENTAL	BASIC RENTAL SQ. FT./MO.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
220 Golden Gate Ave. Portions of 1st, 2nd 3rd & 4th Floor	Adult School	27,723	\$ 3,083.33	\$.11	8-31-71	None	Lessee provides own janitorial service. Lessor provides utilities.
171 - 37th Ave. Entire Building & Adjoining Vacant Lot	Adult Education	6,166	920.50	.15	6-30-72	None	Lessor pays all services
1485 Market Street Entire Building	Adult Skill Center	69,300	10,395.00	.15	12-31-71	4-1 Year	\$29,000 alterations may be request- ed & amortized during lease period. All services paid by Lessee.
865 Jackson 6 rooms	Classrooms for Americanization Classes	5,400	500.00	.09	Mo to Mo.		All services paid by Lessor.
964 So. Van Ness 8 Classrooms	Adult Students Occupational Education	4,500	300.00	.07	Mo to Mo		All services paid by Lessor.
1100 O'Farrell Street 8 rooms & Auditorium	Pacific Heights Adult Program	Est. 2,500	500.00	.20	Mo. to Mo.		All services paid by Lessor.
Summary of 11 Leases under \$300/Mo.	Various	Approx. 36,500	736.00	.02			

July 1, 1971









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CITY AND COUNTY OF SAN FRANCISCO
REAL ESTATE DEPARTMENT

OFFICE OF THE
DIRECTOR OF PROPERTY
556-3591

September 13, 1976

450 McALLISTER STREET
CIVIC CENTER
SAN FRANCISCO, CALIFORNIA 94102

ANNUAL REPORT to the MAYOR
Fiscal Year 1975-1976

Through Mr. Thomas J. Mellon
Chief Administrative Officer

Honorable George R. Moscone, Mayor
City and County of San Francisco
Room 200, City Hall
San Francisco, California

Dear Mayor Moscone:

Enclosed herewith is our Annual Report for the Fiscal Year 1975-1976.
It contains the following information:

I. Organization Chart of the Real Estate Department

As may be seen from the chart, there are six major functions each assigned to a division. Only one of these (Civic Auditorium and Brooks Hall) is a formal division with 15 full time employees. The other five divisions are informal and members of each often perform duties not assigned to their divisional specialty. Other than the convention facility operations, the department performs duties specifically related to real estate functions.

II. Section describing the Departmental Work Program. Projects completed during the Fiscal Year.

III. Revenue Report and Statement of Activities of the Convention Facilities Division.

IV. Tabulation by Department of privately-owned real property leased by the City.

V. Tabulation of Revenues received from rental of City-owned real property.



VI. Statement of Loan and Finance Services furnished for Federally Assisted Code Enforcement Program.

VII. Tabulation of Leases summarized in Section IV above.

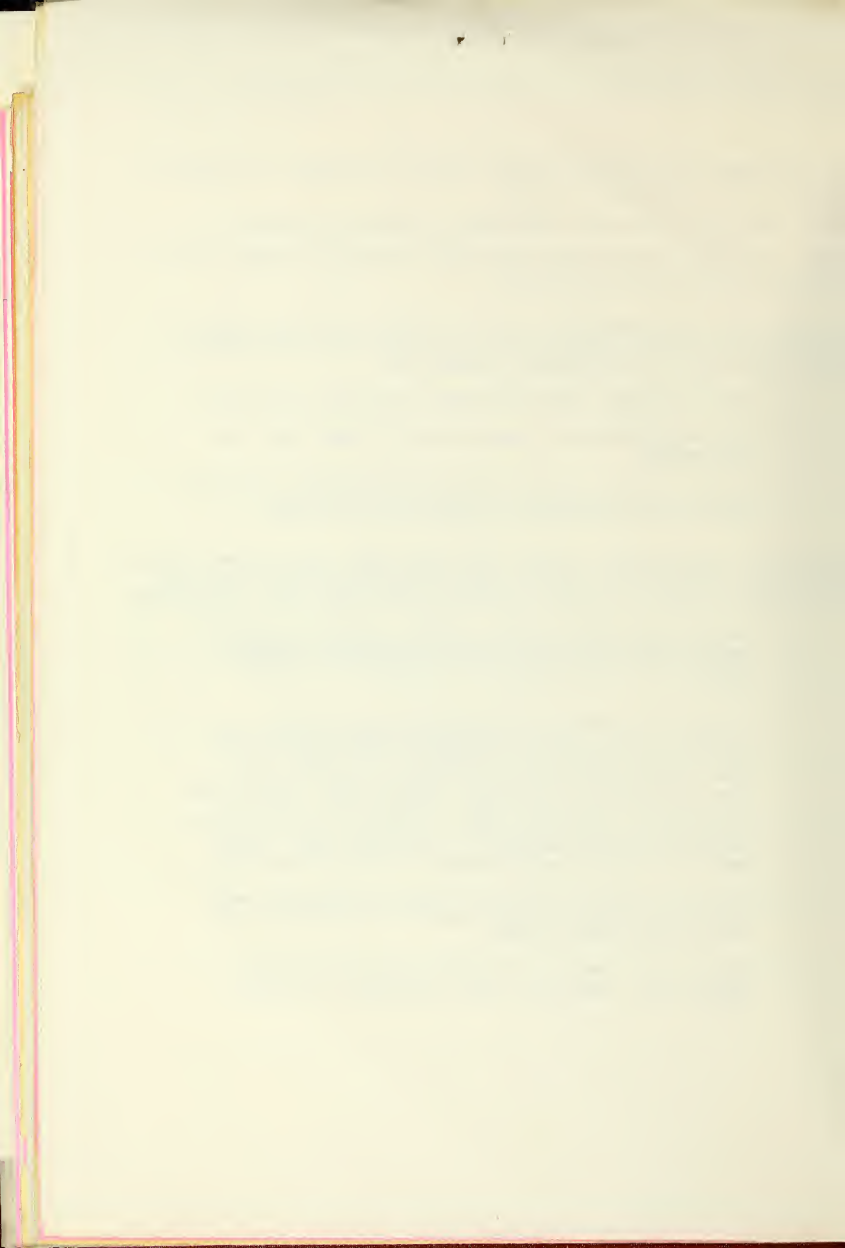
VIII. Tabulation of projects, described generally on first page of Section II above, still in process.

For the Fiscal Year 1976-1977 the Real Estate Department plans to accomplish its goals without requesting additional employments. Three major parts of that year's program are:

1. Land Acquisition for Wastewater Treatment Facilities.
2. Land Acquisition for Proposition "J" Open Space and Recreation.
3. Ongoing Leasing Program for City Departments requiring quarters not available in City-owned buildings.

Increasing departmental revenues from other than tax sources would be difficult as those revenues are derived primarily from rentals of City-owned properties. Rental properties fall into four categories:

1. Surplus from public works, school, or other projects. Revenues derived from these will probably decrease due to our active program of disposing of surplus lands.
2. Properties improved and leased out for public purposes such as major offstreet parking facilities. Revenues from these are generally fixed percentages (set through competitive bidding for leases), or where derived from nonprofit corporations contracting to construct the facilities, revenues are used to amortize the financing bonds. Parking fees in public facilities could possibly be increased which would result in earlier amortization of outstanding bonds.
3. Properties held in trust for specific purposes such as Fuhrman Bequest, which income is designated for Library and Park purposes.
4. Rental fees from use of Brooks Hall and the Civic Auditorium. Those fees were increased in January, 1976.



Hon. George R. Moscone,
Mayor

-3-

September 13, 1976

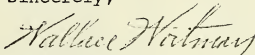
Sources of revenue, presently utilized to only a limited extent, are rentals for use of dedicated street areas. Rentals could be generally charged for encroachments but would have to be applied to all encroachments. Tooling up to evaluate rental value of all such encroachments would involve a very extensive program.

Aside from the Convention Facilities staff, the Real Estate Department has only five budgeted positions. The balance of the positions are Interdepartmental and are funded through work orders from departments requiring real estate services. A great deal of the following report is devoted to descriptions of these services. In this connection we believe that savings in operational costs to the City would accrue if certain interdepartmental costs were eliminated and budgeted directly to the Real Estate Department. Much accounting time is required to allocate costs, keep timerolls, close out accounts, and prepare reports. We believe, however, that where program funds are derived from short term subventions, interdepartmental work orders provide a proper means of funding real estate services.

We believe, also, that should the City acquire the State Compensation Insurance Building, the interdepartmental costs of seeking quarters and renewing leases regularly would be greatly reduced.

The Real Estate Department with its staff of specialists is properly responsible for all real estate matters. There do not appear to be assigned duties which are no longer relevant or unnecessary at this time.

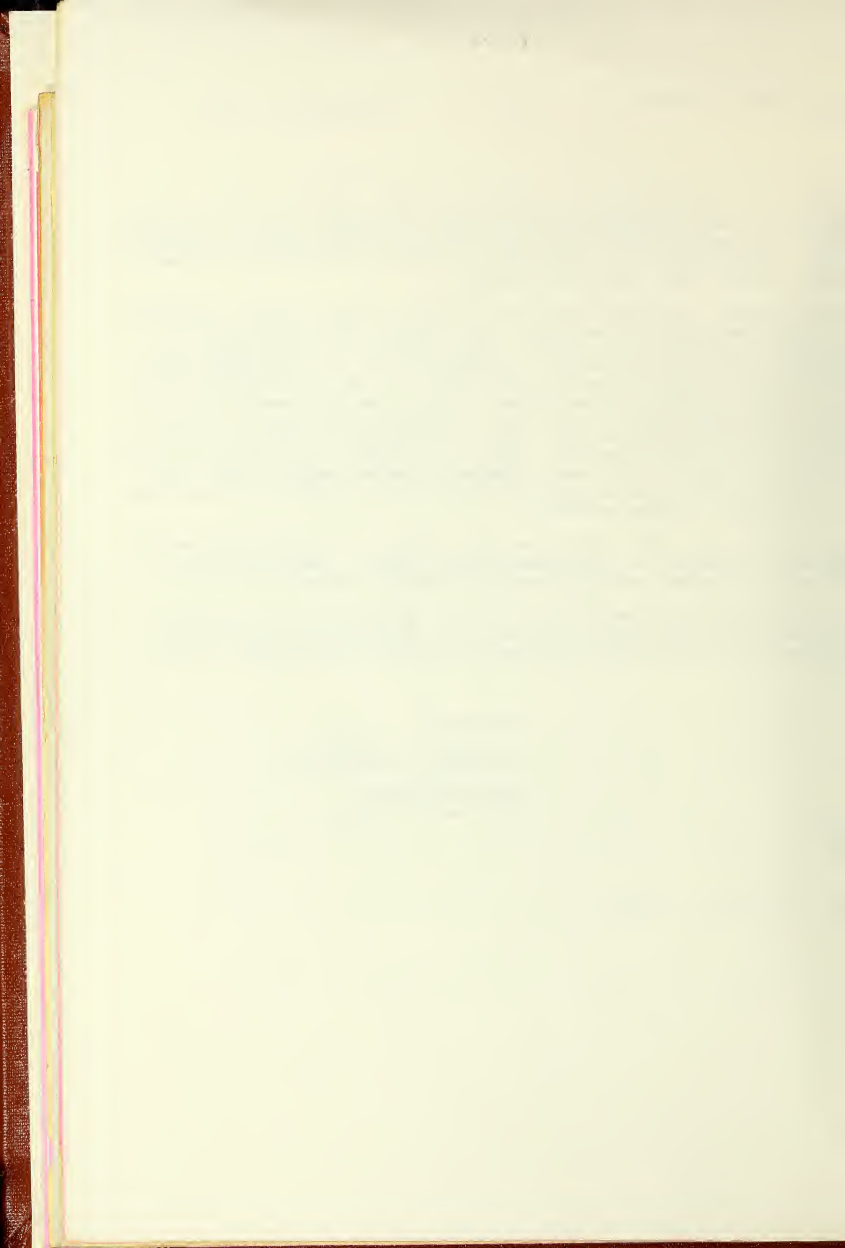
Sincerely,



WALLACE WORTMAN
Director of Property

MJB:mw
Att.

cc: Mr. Thomas J. Mellon



1 - 4130 DIRECTOR OF PROPERTY
(50)

1 - 4144 ASST. DIRECTOR OF PROPERTY
(49)

CITIC ARCHITECTURE & BRACKS HALL

1 - 4132 Convention Fac. Mgr.
(18)

AIRPORTS DIVISION

1 - 4142 Sr. Right of Way Agent
(1)

OFFICE MGMT & RENTAL DIVISION

1 - 4110 Rental Property Supv.
(3)

APPRAISAL & ACQUISITION DIV.

1 - 4142 Sr. Right of Way Agent
(3)

PROPERTY REPAIR. FINANCE DIV.

1 - 4142 Sr. Right of Way Agent
(10)

1 - 4130 Convention Fac.
(15) Asst. C. Mgr.

1 - 4140 Right of Way Agent

3 - 4140 Right of Way Agent

6 - 4160 Real Property Loan Officers (4)

1 - 1445 Sr. Clerk-Steno

2 - 2716 Janitor Sub-Frm.
(12)

WATER DEPARTMENT DIV.
1 - 4142 Sr. Right of Way Agent
(1)

2 - 1446 Senior Clerk-Stenos

1 - 1630 Accountant

LEGISLATION, RECORDS & PROPERTY DISPOSAL DIVISION
1 - 4142 Sr. Right of Way Agent
(2)

4 - 1424 Clerk Typists

1 - 1630 Accountant Clerk

1 - 2714 Janitors

2 - C101 Dressing Rm. Solds (as needed)

1 - 4140 Right of Way Agent

2 - 1444 Clerk Stenos

1 - 1840 Jr. * Mgmt. Asst.

1 - 4140 Right of Way Agent (Vacant)

LEASING DIVISION
1 - 4142 Sr. Right of Way Agent
(2)

Water Department Personnel

1 - 1450 Principal Clerk-Steno

1 - 3465 Agric. Div. Land Agent

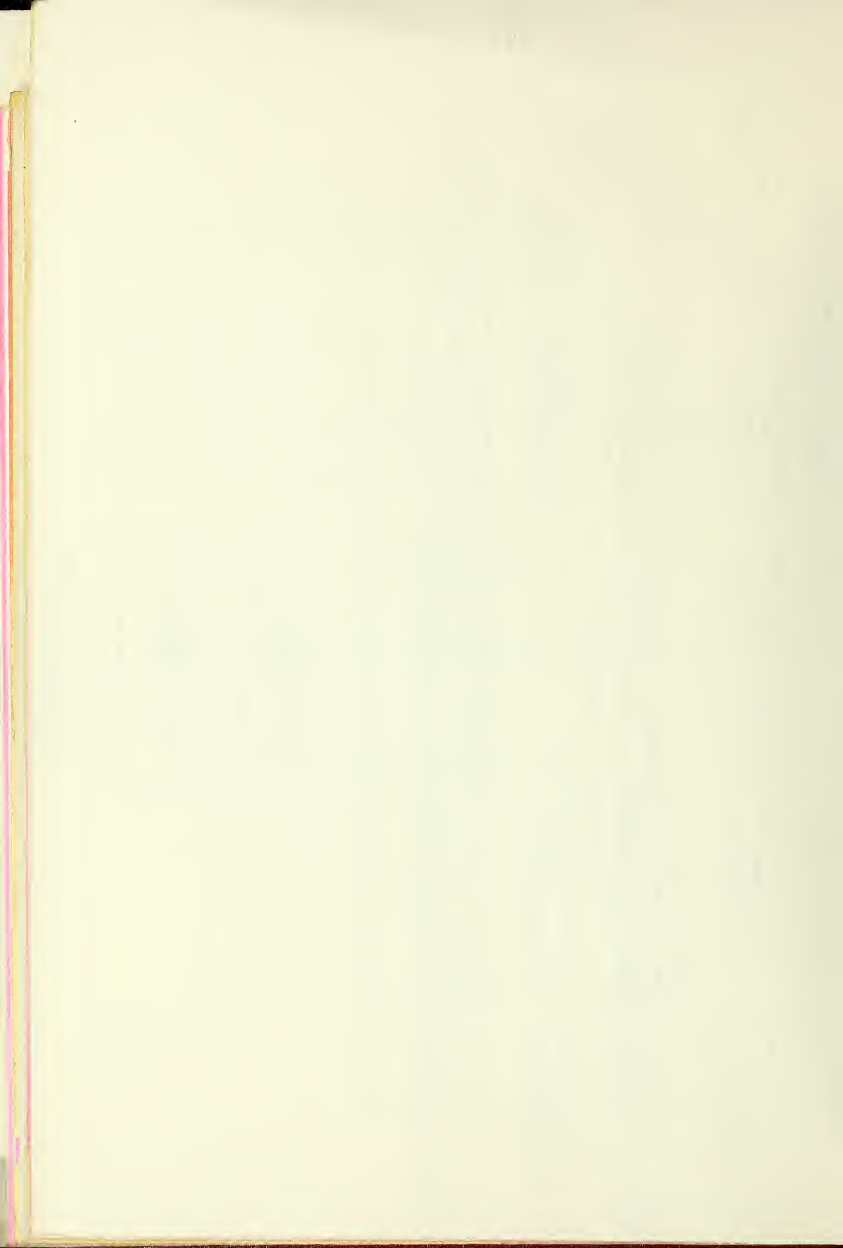
1 - 3406 Land Use Aide

1 - 3402 Farmer

1 - 3362 Civil Engr. Asst. II

1 - 1840 Jr. * Mgmt. Asst.

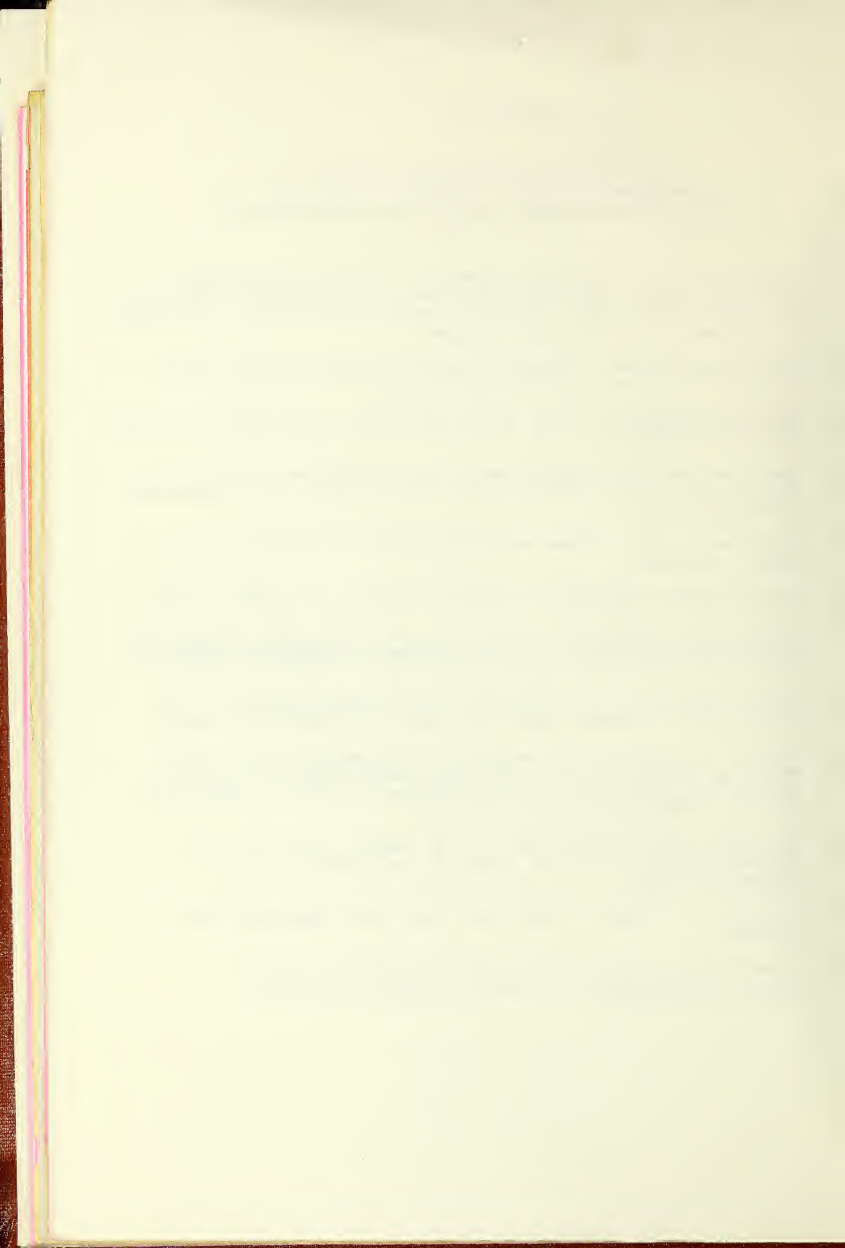
3 - 4140 Right of Way Agent (1 Vacant) Agent



SECTION II

Real Estate Department Work Program
as required by Charter Sections 7.400-7.404
and Administrative Code Section 17.19 and Chapter 23

- I. Appraisal of all types of property for all City Departments, School District, and Community College District in San Francisco, San Mateo, Santa Clara, Alameda, Tuolumne, Stanislaus, San Joaquin, Kern, Fresno, and Monterey Counties.
- II. Acquisition of Real Property for all City Departments, School District, and Community College District.
- III. Sale and exchange of City, School District, and Community College District properties.
- IV. Lease and Rental of properties as both Lessor and Lessee, as required by all City Departments, School District, and Community College District.
- V. Appraisals, negotiations and preparation of legislation for street vacations.
- VI. Jurisdictional transfers of property between City Departments.
- VII. Management of City-owned properties, including Civic Auditorium and Brooks Hall, public parking garages, neighborhood offstreet parking facilities and three major offstreet parking plazas.
- VIII. Act as advisor to City Attorney in all matters pertaining to real estate. Provide expert witnesses in condemnation cases.
- IX. Furnish loan and finance services to the Department of Public Works in connection with Federally Assisted Code Enforcement Program and the Rehabilitation Assistance Program. Administer the Home Ownership Assistance Program.
- X. Maintain records pertaining to City, School District, and Community College District property, and prepare annual valuation report.
- XI. Assignment of space in City Hall, City Hall Annex, and Hall of Justice.
- XII. Appraisals and feasibility studies for Mayor's Office, Board of Supervisors and Surplus Property Commission.



REAL ESTATE DEPARTMENT

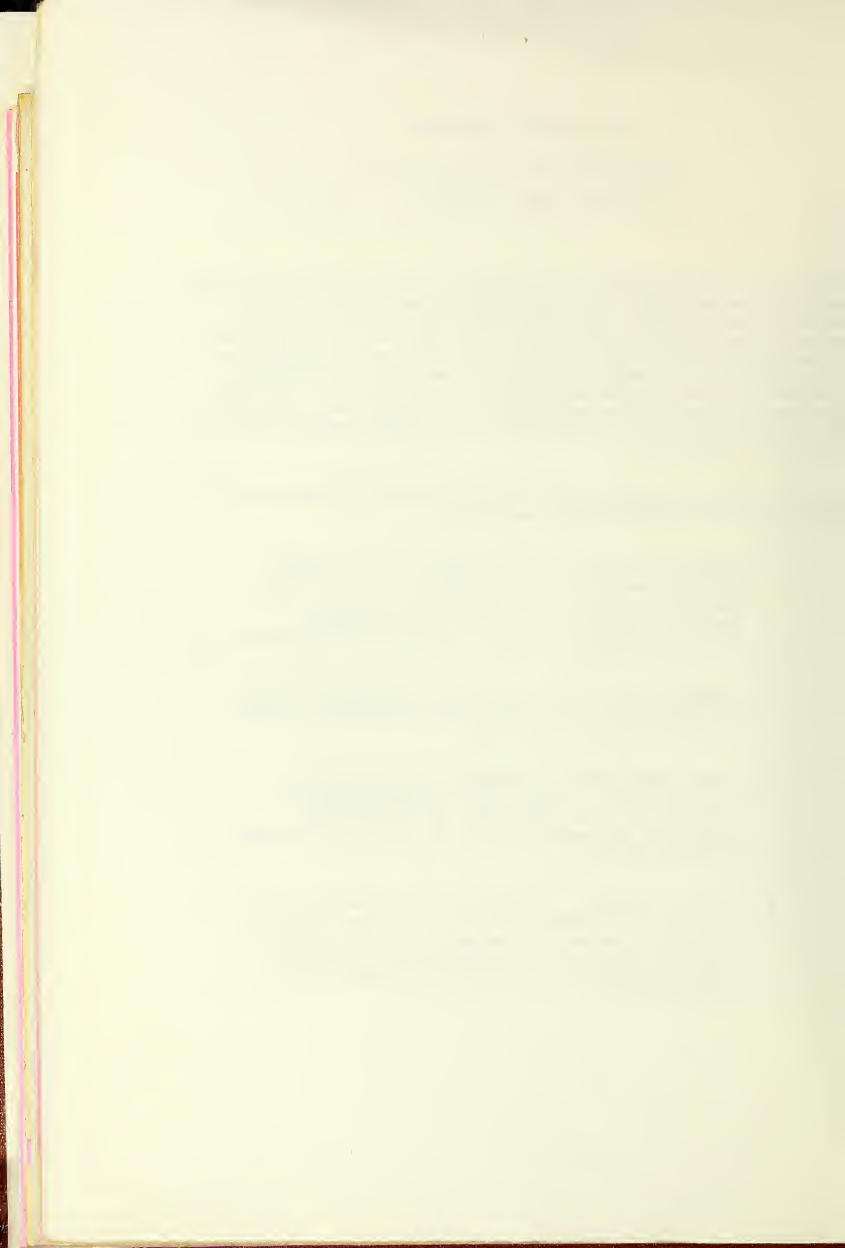
City and County of San Francisco

Fiscal Year 1975-76

Generally, all departments of the City require services of the Real Estate Department in appraisal and negotiation work; acquisition of property for street widenings and extensions, school expansions and parks; special study and appraisal projects; disposal of surplus property; jurisdictional transfers; management of City-owned facilities; leasing of additional quarters; advice pertaining to real estate matters; loan and finance service to code enforcement programs; and maintenance of records pertaining to City and School and Community College Districts' property.

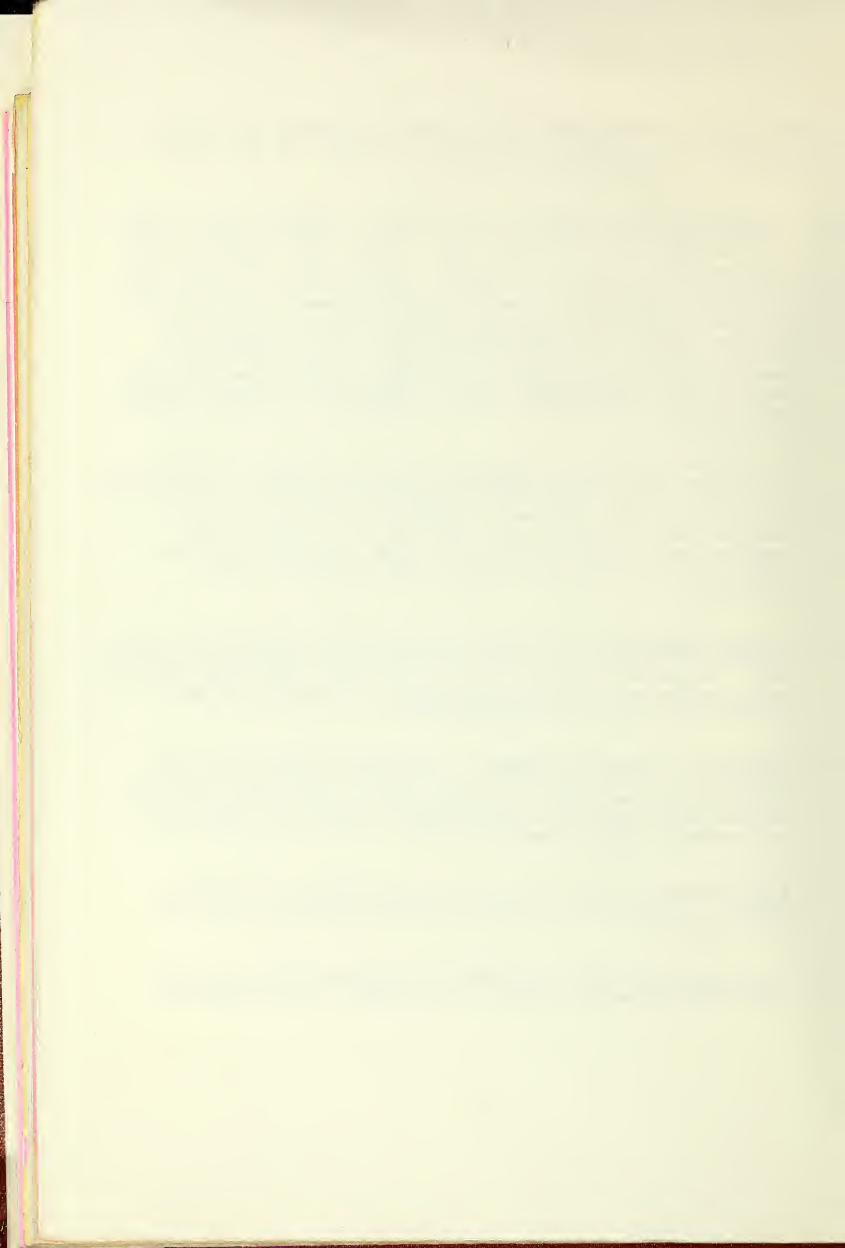
Property management functions are performed on a continuing basis and can be highlighted as follows:

1. SURPLUS PROPERTY rentals such as the Lincoln Building at Fifth and Market Streets, a small dwelling at No. 7 Rotteck Street, or the service station lot at Polk and McAllister Streets produced a total income of \$590,713.53.
2. PARKING FACILITIES. A total of \$340,663.26 was received from facilities such as Marshall Square and Civic Center Auto Park.
3. CIVIC AUDITORIUM and BROOKS HALL developed a rental income for the City in the amount of \$320,014.61. In addition, the Concession agreement produced \$91,329.48 for a total income of \$411,344.09.
4. CITY AS LESSEE. \$2,366,161.00 was paid for the rental of property leased by the City. These facilities generally served as branch libraries, neighborhood health centers, Social Services offices, engineering offices, and educational locations.

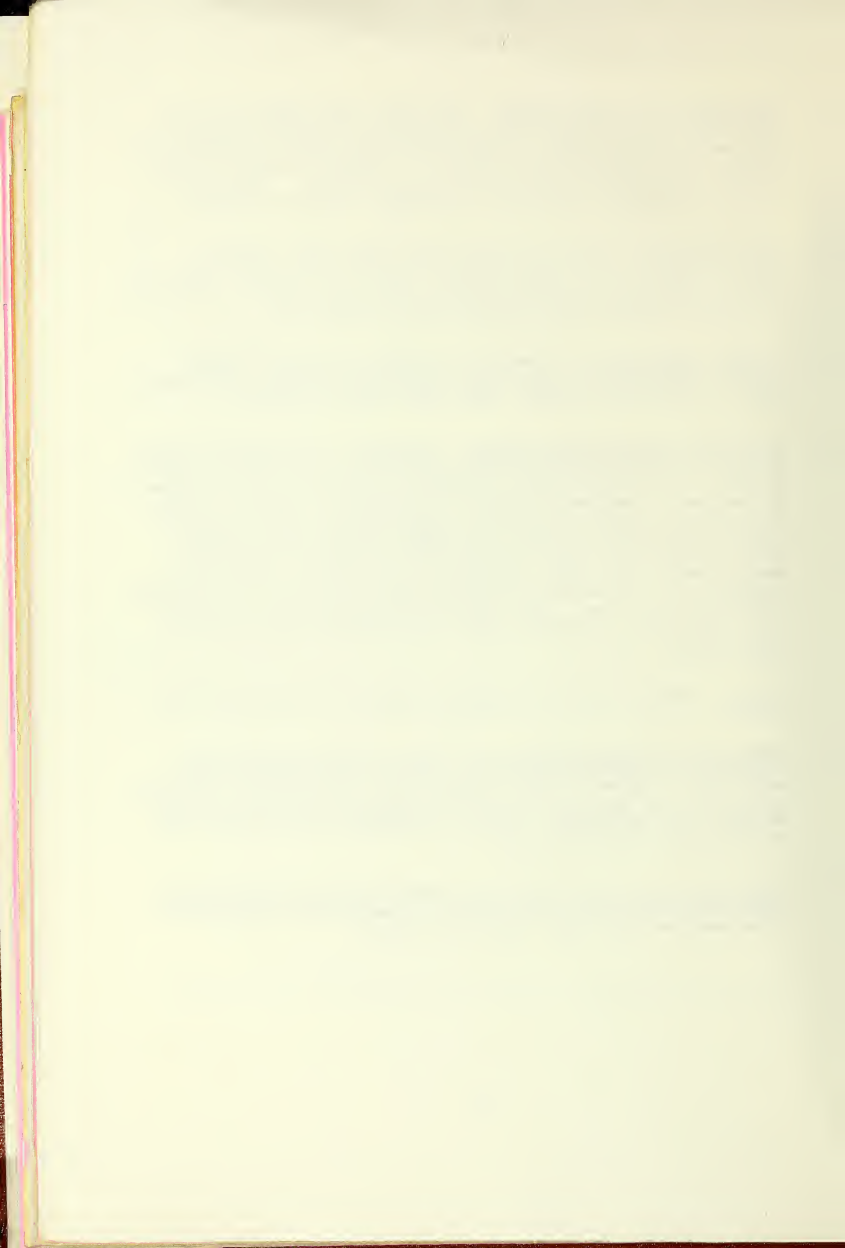


However, major programs make up the bulk of functions of the Real Estate Department. Representative work performed for the various departments of the City was as follows:

- A. Department of Public Works: This year the acquisition of lands for the expansion of the Southeast Water Pollution Control Plant and the North Point Transport Right of Way were started and are progressing according to schedule. Studies were initiated for the proposed site of the Southwest Water Pollution Control Plant and outfall consolidation and transport systems. Other projects involved the widening of Webster Street and vacation of six streets. Leases were extended for the Sanitary Engineering, Traffic Sign Shop, FACE and RAP offices. Several utility and sewer easements were acquired generally in connection with the Hunters Point Redevelopment Area. Appraisals of surplus parcels were made in preparation for sale at public auction with eight parcels sold.
- 53 Section 312 Loans were approved for the Federally Assisted Code Enforcement (FACE) Program in the total amount of \$1,467,900. In addition, five Section 115 Grants in the amount of \$18,487.00 were submitted and approved. The Rehabilitation Assistance Program (RAP) Ordinance was passed and first drafts of RAP regulations were made. RAP is now about ready to begin operations as all requirements such as IRS rulings have been satisfied.
- B. Parking Authority: Management functions were performed in connection with operations of the major offstreet parking facilities. Rate adjustment studies were made for major City-owned garages, two store leases, an offstreet parking facility permit and easement for a car wash were granted.
- C. Department of Social Services: Condemnation proceedings and litigation for acquisition of a site for a new Social Services building were completed. Existing leases were extended including the lease arranged with the Flood Building for temporary relocation of administrative offices.
- D. Tax Collector: Advice was furnished regarding real estate matters. Acquisition of six tax-deeded parcels for City use was completed.
- E. Fire Department: Sale of Station 43 property and acquisition of property to expand Station 8 on Bluxome Street completed.



- F. Department of Public Health: Five new lease proposals were negotiated and 24 leases were extended for various clinics and health centers such as Bureau of Alcoholism, the Methadone Program, and Mental Health Service. Possible disposition of Hassler Hospital continued under consideration. Acquisition of 333 Turk Street for Senior Citizens' Center initiated.
- G. City Attorney: Advise in real estate and title matters. Review numerous All-Person suits involving the City. The City was named as defendant in one suit and cited in six suits as having claimed interests adverse to plaintiff.
- H. Library Department: Management of Fuhrman Bequest lands. Arrange lease renewals for six neighborhood branch libraries, such as Visitacion Valley, Glen Park, and Ingleside.
- I. Recreation and Park Department: Management of Fuhrman Bequest lands. Conveyed portions of Fort Funston, Fleishhacker Playground, all of Ocean Beach and Sutro Heights to United States of America as the second phase of transfer of lands to Golden Gate National Recreation Area. Prepared data and advice for proposed transfer of Phase III lands involving the Aquatic Park and Municipal Pier. Leasing of Visitacion Valley Community Center and lease renewal for mini park, sale of one surplus lot, and review of rental rate and value of City-owned facilities performed. Initiated investigation for appraisal and acquisition of various areas in connection with Project Open Space.
- J. Courts: Extend lease for Superior Courts in California Hall.
- K. Community College District: Leasing of new facilities for relocation of Community College Center at 890 Valencia St. and lease of space at 920 Washington St. for Outreach classes. Appraisals for acquisition of the proposed Mission Community College site initiated. Arrange leasing of 11 various sites and quarters for college use.
- L. Port Commission: Appraisals for rental value determinations. Consultation regarding and review of independent appraisals in connection with long term Port leases.

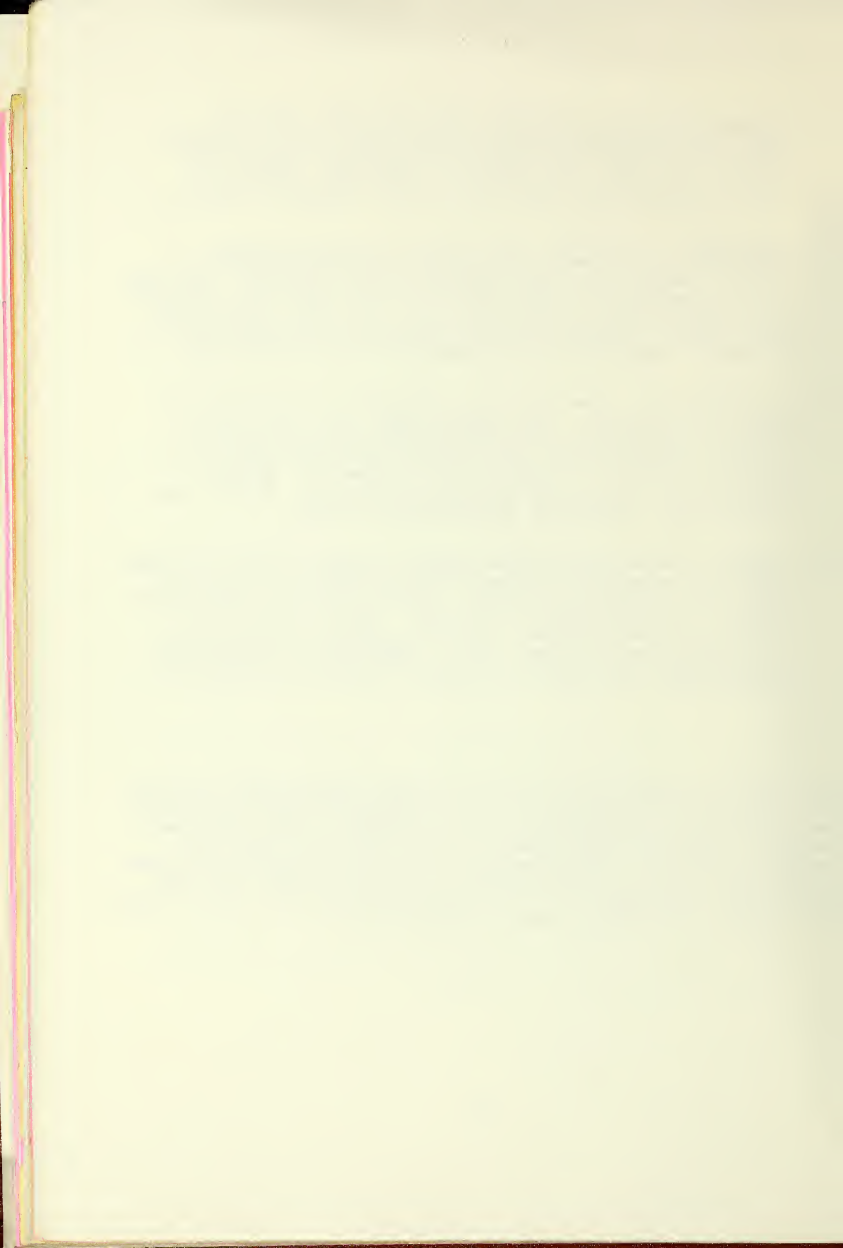


- M. Mayor's Office: Appraisals, reports and recommendations and services as required, such as supervision of management of Midtown Park. Rent studies, nine leases for various offices such as Model Cities Agency, Office of Manpower, Economic Development, Criminal Justice Council, and lease for Benjamin Swig Pavilion at Hallidie Plaza.
- N. San Francisco Unified School District: Arrange leasing of 19 various sites and quarters for special projects and school use. Review Lincoln Building lease requirements and management thereof. Appraisal of properties for the expansion of Commodore Stockton School Annex, Bryant School, and other schools. Appraise school properties for possible future sale or lease.
- O. Redevelopment Agency: Transfer various vacated street areas to the Agency. Transfers of land at Hunters Point and Western Addition.
- P. Board of Supervisors: Appraisal study, report and recommendation on special assignments such as street sweeper garage and history of certain Board of Education properties. Review City Hall space for rearrangement of offices. Representation at Board and Committee meetings on real estate matters. Studies for individual Supervisors.
- Q. Chief Administrative Officer: Yerba Buena Convention and Sports Facility Studies. Review of proposed State legislation.
- R. Airport: Appraisal, recommendation and arranging for land and facility leases and land acquisition. Greatly expanded real estate activities in connection with expansion plan involving tenant relocations and lease modifications and consolidation. Reviewed plans and specifications for demolition contracts for the old Maintenance Building and Building C-02. Appraisal for rental value of Plot 6 to United Air Lines, Plot 50A and buildings in Plot 17, Hangar C-01 to Flying Tiger Lines, and lease extension North Half Plot 7 to Butler Aviation.
- S. Hetch Hetchy: Appraisal and arranging for land acquisition and easements for Power Improvement Program including Taraval Muni Substation, Fillmore and Randolph Substations, and the sewage disposal field at Moccasin.



- T. Municipal Railway: Appraisal study of Balboa Reservoir Site H and at Playland Site, and continued study of possible sale of air rights over Geary-Masonic Car barn Offices and Kirkland Bus Yard. Acquisition of additional property to expand facilities and lease studies for additional parking.
- U. Water Dept.: Appraisal, recommendation and negotiations in connection with Condemnation Actions involving highways, utility easements and miscellaneous County projects. Defending three separate condemnation suits by State Department of Transportation covering 15 miles of right of way for the Junipero Serra Freeway (Interstate 280) through the Spring Valley Lakes Watershed. Appraise four surplus parcels for future sale.
- V. Art Commission: Development of agreements for execution of mural at 273 Page St., John Adams School, and Park Branch Library. Acquisition of property at 936 Brannan Street for Community Cultural Center, and investigation and appraisal studies initiated for acquisition of properties for the Neighborhood Arts Program and Cultural Centers. Transferred jurisdiction of South San Francisco Opera House.
- W. General: Review and initiate payment of taxes on out of County City-owned properties. Negotiate and arrange for leasing of space for various City offices. Report on Capital Improvement Program. Review surplus properties. Update appraisal of City-owned Farmer's Market. Auction sale of surplus parcels and preparation for future sales. Negotiate for acquisition of 525 Golden Gate Avenue and explore methods to finance its acquisition.

Once again we point out that the Real Estate Department's functions are supported in the main on an interdepartmental work order basis. We believe that many problems and considerable savings in monies would be resolved if the majority of the staff were placed in budgeted positions. Most departments of the City have no allocated funds from which to pay for services which they require from the Real Estate Department. The late allocation of funds creates delays and results in increased costs for many projects.



SECTION III

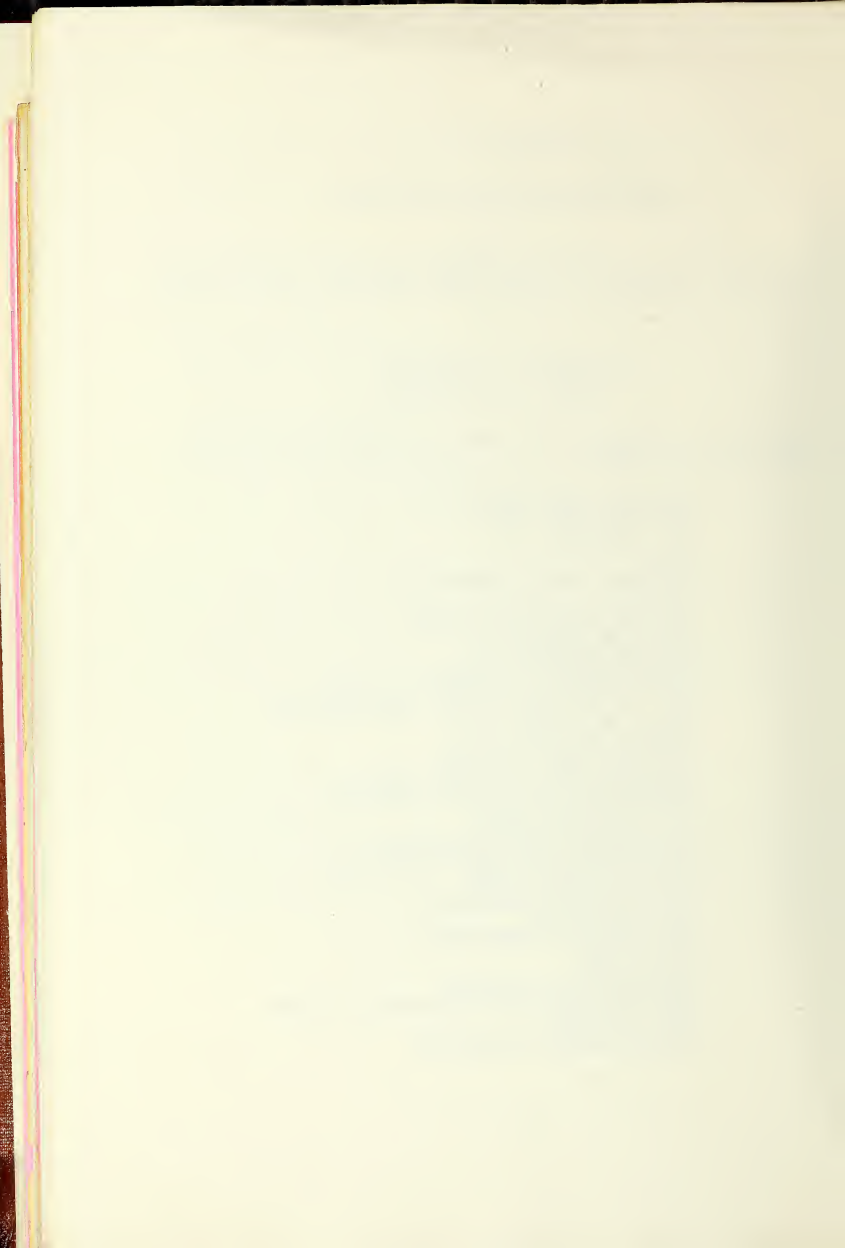
CIVIC AUDITORIUM and BROOKS HALL

The Revenue Report following reflects an increase in Auditorium occupancy, an increase in Brooks Hall occupancy, and an overall increase in revenue:

STATEMENT OF ACTIVITIES Fiscal Year 1975-76

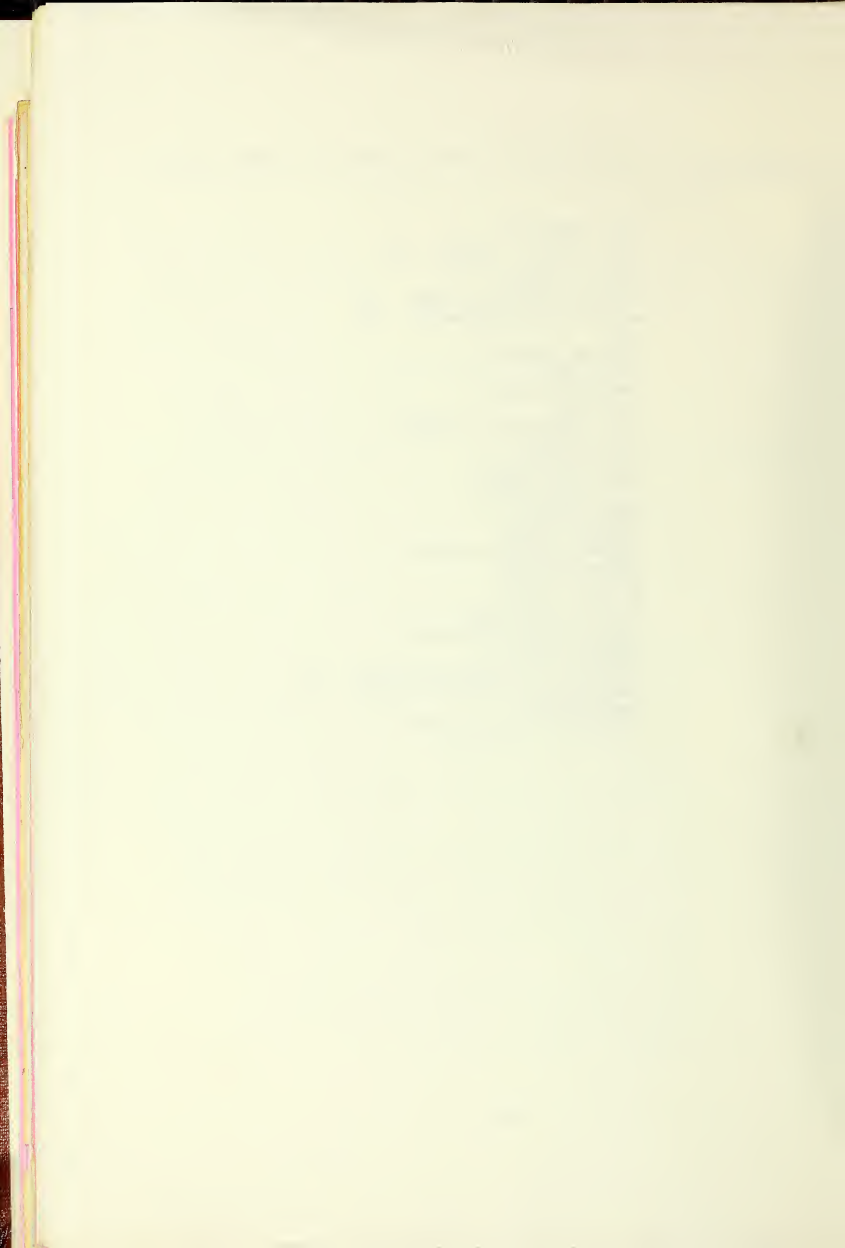
The following convention and trade shows used our facilities during the past year:

AMERICAN LIBRARY ASSOCIATION
LUTHERAN CHURCH WOMEN
ART & GIFT SHOW (2)
MORRIS CERULLO
WESCON
CALIFORNIA DENTAL ASSOCIATION
AFL-CIO
AMERICAN COLLEGE OF SURGEONS
STATE FARM INSURANCE
AMERICAN HARDWARE MFG.
WESTERN MATERIAL HANDLING
NATIONAL ASSN. OF REAL ESTATE BOARDS
ASSN. OF CALIFORNIA SCHOOL ADMINISTRATORS
INDIAN ART & CRAFT
NATIONAL FOOD PROCESSING
MARKETING ASSOC. SERVICES
CALIFORNIA RETAIL HARDWARE ASSN.
CONFRATERNITY OF CHRISTIAN DOCTRINE
VIRGINIA SLIMS TENNIS
U.S.C. MEDICAL SEMINAR
INTERNATIONAL TRUCK ASSOCIATION
NATIONAL AUTOMATIC MDSE. ASSOCIATION
NATIONAL SCHOOL BOARDS
ASSN. OF WESTERN HOSPITALS
COMPUTER CARAVAN
ELKS CA/HAWAII ASSOCIATION
ACE HARDWARE
ANTIQUE SHOW
AMALGAMATED MEAT CUTTERS
AMERICAN SOCIETY FOR EXPERIMENTAL BIOLOGY
AMWAY CAVALCADE
NATIONAL BAPTIST CONVENTION



In addition, the premises were used by events of a local nature, listed below:

POPS CONCERTS
POST OFFICE AUCTION (7)
ICE FOLLIES
BROOKS CAMERA
FILIPINO AMERICAN SHOW (2)
MEXICAN ENTERTAINMENT (3)
EST
SHAKLEE MEETING
OPERA BALL
IMPORT CAR SHOW
SKI SWAP
S.F. SYMPHONY REHEARSAL
TOYS FOR TOTS
J & J SPORTS (3)
POLITICAL RALLY
CA. ASSOC. MEDIA
BLACK WATCH
GOLDEN GLOVES
FRIENDS OF THE LIBRARY
GREEK HELLENIC
SHRINE CIRCUS
R.O.T.C. DRILL
U.S.F. GRADUATION
SACRED HEART GRADUATION
SQUARE DANCING
AMERICAN FOLK ARTS FESTIVAL (2)
KNIGHTS OF COLUMBUS CIRCUS
HEW MEETING
INTERFAITH CELEBRATION



ANNUAL REVENUE REPORT

CIVIC AUDITORIUM AND BROOKS HALL

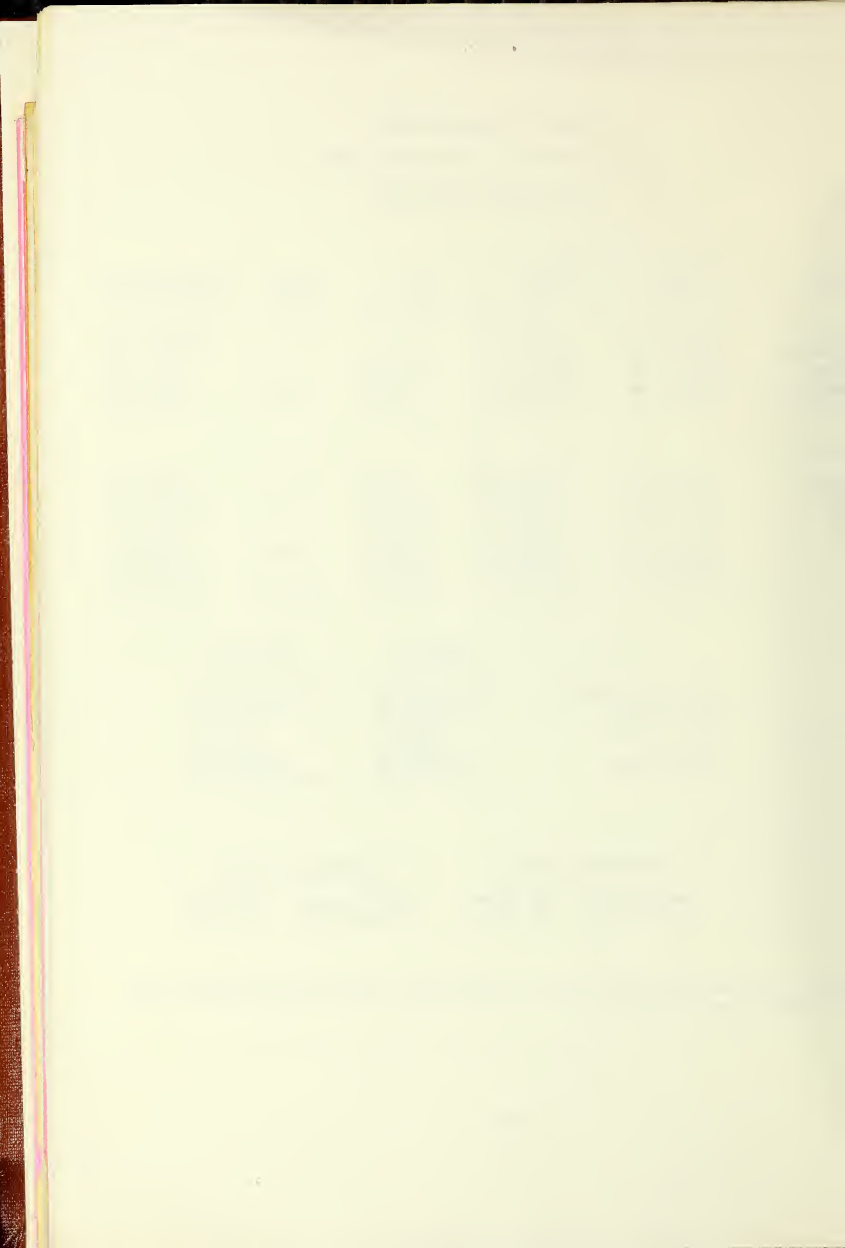
Fiscal Year 1975-1976

<u>1975</u>	<u>AUDITORIUM Rent</u>	<u>BROOKS HALL Rent</u>	<u>P.A.</u>	<u>ORGAN</u>	<u>CONCESSIONS</u>
JULY	\$ 13,640.00	\$ 6,000.00	\$ 180.00	\$ 25.00	\$ 10,686.41
AUGUST	45,207.75	11,250.00	-	-	15,233.28
SEPTEMBER	10,605.00	14,500.00	80.00		5,095.13
OCTOBER	10,605.00	10,500.00	160.00		1,851.44
NOVEMBER	17,940.80	14,500.00	40.00	50.00	7,177.02
DECEMBER	9,618.19	3,250.00	40.00		4,597.12
<u>1976</u>					
JANUARY	8,890.00	5,600.00	20.00		3,837.90
FEBRUARY	14,620.00	14,500.00	80.00	25.00	6,044.68
MARCH	24,134.00	5,950.00	200.00		18,435.66
APRIL	5,917.50	17,000.00	140.00		Strike
MAY	16,524.95	9,650.00	90.00	75.00	9,085.21
JUNE	19,696.42	8,500.00	210.00		9,285.63
	197,399.61	121,200.00	1,240.00	175.00	91,329.48

	<u>1975-76</u>	<u>1974-75</u>
Auditorium Rental	\$ 197,399.61	\$ 164,336.97
Brooks Hall	121,200.00	127,300.00
P.A. System	1,240.00	800.00
Organ	175.00	240.00
Concessions	91,329.48	62,284.68
	\$ 411,344.09	\$ 354,961.65

<u>Occupancy 1975-76</u>		<u>Occupancy 1974-75</u>	
Auditorium	290 days	Auditorium	249 days
Brooks Hall	195 days	Brooks Hall	171 days

Prospects for the 1976-1977 year are that the revenue and occupancy days should approximate 1975-1976.



SECTION IV

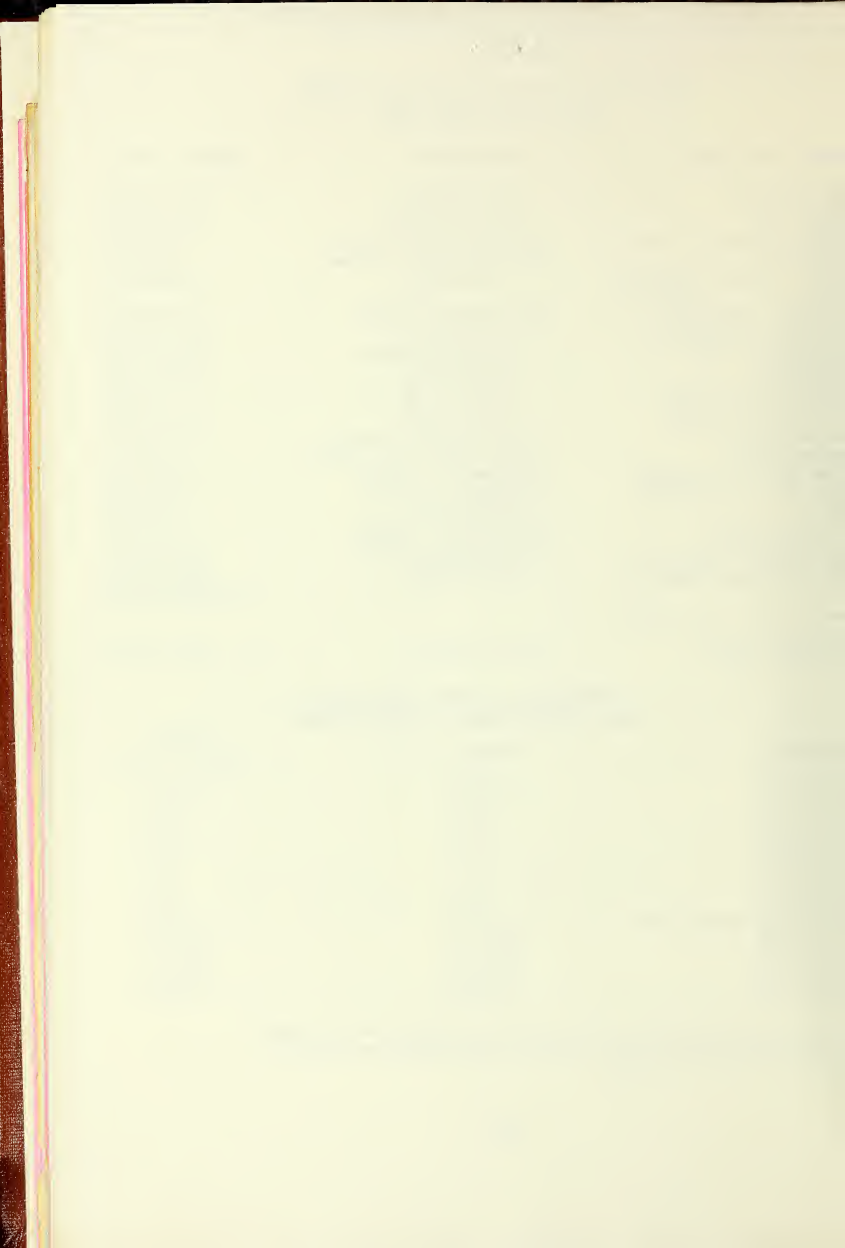
Privately-Owned Real Property Leased by the City and County of San Francisco Fiscal Year 1975-1976

<u>Department or Purpose</u>	<u>Locations</u>	<u>Annual Rental</u>
Branch Libraries	6 locations	\$ 42,915.00
Health Centers	46 locations	495,204.00
Superior Court	625 Polk Street	32,400.00
Hetch Hetchy Water & Power	855 Harrison Street	60,000.00
Juvenile Court	2715 San Bruno Avenue	4,500.00
Finance & Records (Storage of Records)	3 locations	32,802.00
Human Rights Commission	1095 Market Street	19,800.00
Dept. of Social Services	4 locations	623,724.00
Public Administrator	1212 Market Street	34,200.00
City Planning	2 locations	30,210.00
Mayor's Office	13 locations	202,032.00
Recreation & Park Dept.	2 locations	600.00
Dept. of Public Works	6 locations	152,406.00
Police Department	Sixth & Ahern Streets	6,600.00
Retirement Board	770 Golden Gate Avenue	63,768.00
Art Commission (prorated)	750 Kearny Street	10,000.00
Employee Relations Panel	1182 Market Street	5,280.00
Sheriff	3 locations	7,140.00
Commission on Aging	1095 Market Street	21,240.00
District Attorney	814 Mission Street	21,312.00
Unified School District*	25 locations	381,816.00
Community College District*	10 locations	320,244.00
		<u>\$ 2,568,193.00</u>
*Leases over \$300/month		
Civic Center Parking Plaza Corporation	Civic Center	\$ 285,000.00

COMPARISON OF 1975-1976 BUDGET with EXPENDITURES by APPROPRIATION

<u>Appropriation</u>	<u>Budget</u>	<u>Actual Expenditures</u>
5.245.200.000	\$ 4,440.	\$ 4,440.
5.245.212.000	30,258.	30,258.
5.245.213.000	500.	500.
5.245.214.000	5,500.	5,500.
5.245.216.000	145.	145.
5.245.300.000	575.	575.
5.245.400.000	431.	431.
5.245.800.000	470.	470.
5.245.815.000 (Insurance)	11,740.	16,383.
5.245.869.608	122,410.	130,592.
5.245.870.000	42,985.	42,218.
5.245.880.000	285,000.	285,000.
5.245.900.000	1,825.	1,806.

*Additional funds appropriated by Board of Supervisors to meet actual expenditures required and not anticipated at time of approval of 1975-1976 Budget.

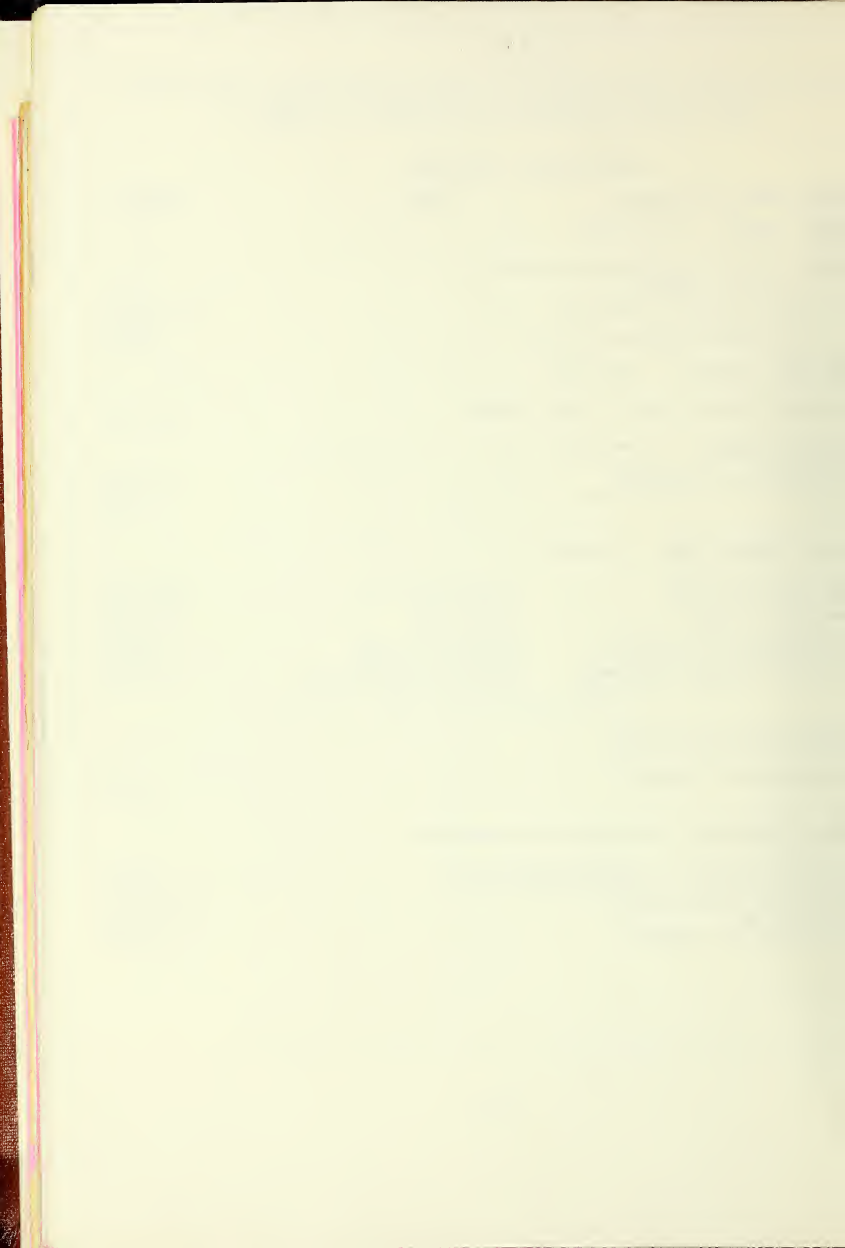


SECTION V

Revenue received by Real Estate Department from Lands and Improvements
leased by City and County of San Francisco and/or the
San Francisco Unified School District, as Lessor

Fiscal Year - 1975-1976

<u>Department or Location</u>	<u>Fund</u>	<u>Revenue</u>
<u>FUHRMAN BEQUEST - Properties</u>		
Kern County Oil and Grazing Leases:		
Grazing Leases		\$ 50.00
Shell Oil Co. Royalties		104,096.47
Herb Queen		880.00
Central California Oil Co.		550.00
<u>HETCH HETCHY SYSTEM - Properties</u>		
Moccasin Creek - Store & Post Office		2,379.14
<u>MUNICIPAL RAILWAY - Properties</u>		
Telephone Pay Stations		1,374.95
Forest Hill Parking Plaza		699.48
<u>DEPT. OF PUBLIC WORKS - Projects</u>		
Crosstown Freeway	Special Gas Tax	2,340.00
Crosstown Freeway	Road Fund	2,135.00
Bosworth Street	Road Fund	1,800.00
Seventh St. Extension	Special Gas Tax	700.00
Clay-Washington Widening	Special Gas Tax	600.00
Southeast Sewage Treatment	1970 Water Pollution	3,373.40
Plant Expansion	Control Bond	
<u>COMMUNITY COLLEGE DISTRICT</u>		
Telephone Pay Stations		12.48
<u>BOARD OF EDUCATION - Projects and Properties</u>		
1440 Harrison St. - Kennedy Press, Inc.		606.00
Lincoln Building, Fifth & Market Sts.		306,000.00
Temporary House Rentals		1,265.00
Sign Boards		300.00
Telephone Pay Stations		1,309.11



<u>Department or Location</u>	<u>Fund</u>	<u>Revenue</u>
<u>RECREATION & PARK - Properties</u>		
Good, Tom - Lincoln Park Golf Course		\$ 250.00
Pellegrini, Ray - Lincoln Park Golf Course		335.00
Malizia, James - 850 Cambridge Street		250.00
Lake Merced - Ground Rentals		3,600.00
Ellis, Marion - Coit Tower		585.00

VARIOUS RENTALS - GENERAL FUND

Ground Rentals:

Block 4347B, Portion Lot 1A (Bayside Auto Sales)	450.00
Miraloma Park Improvement Assn.	1.00
Twin Peaks - Radio Relay Station	4,200.00
Phelps St. & Galvez Ave. (DiSalvo Trucking)	16,787.21
Phelps St. & Galvez Ave. (Lowrie Paving Co.)	8,250.00
Phelps St. & McKinnon Ave. (Philift Co.)	1,650.00
Twin Peaks Block House	480.00
Forest Hill Parking Plaza	506.52
Twin Peaks Transmitter (Housing Authority)	12.00

Sewage Disposal:

Bayshore Sanitary District	7,959.60
Hunters Point Naval Station	2,463.80
North San Mateo Co. Sanitation District	23,511.84
Guadalupe Municipal Improvement District	16,904.00

City Hall:

Post Office	-0-
Desk Space	3,290.00

Hall of Justice:

Hall of Justice Cafeteria	8,812.49
Employee Parking Stalls	5,838.50

Telephone Pay Stations - various locations	23,926.26
--	-----------

Service Stations:

McAllister and Polk Streets	11,787.38
Portola and Woodside	18,141.90
Portola and Teresita (Driveway)	250.00



<u>Department or Location</u>	<u>Fund</u>	<u>Revenue</u>
<u>PARKING LOTS (6)</u>		
7th and Harrison	General	\$ 43,612.49
Marshall Square Auto Parking	General	41,190.77
Civic Center Auto Park	General	128,114.29
St. Mary's Square Garage	General-Rec. & Park	50,503.07
	1947 Offstreet Parking	
Vallejo Street Garage	Offstreet Parking	76,542.64
Osborne-McKnight	Offstreet Parking	700.00
		<hr/>
		\$ 931,376.79



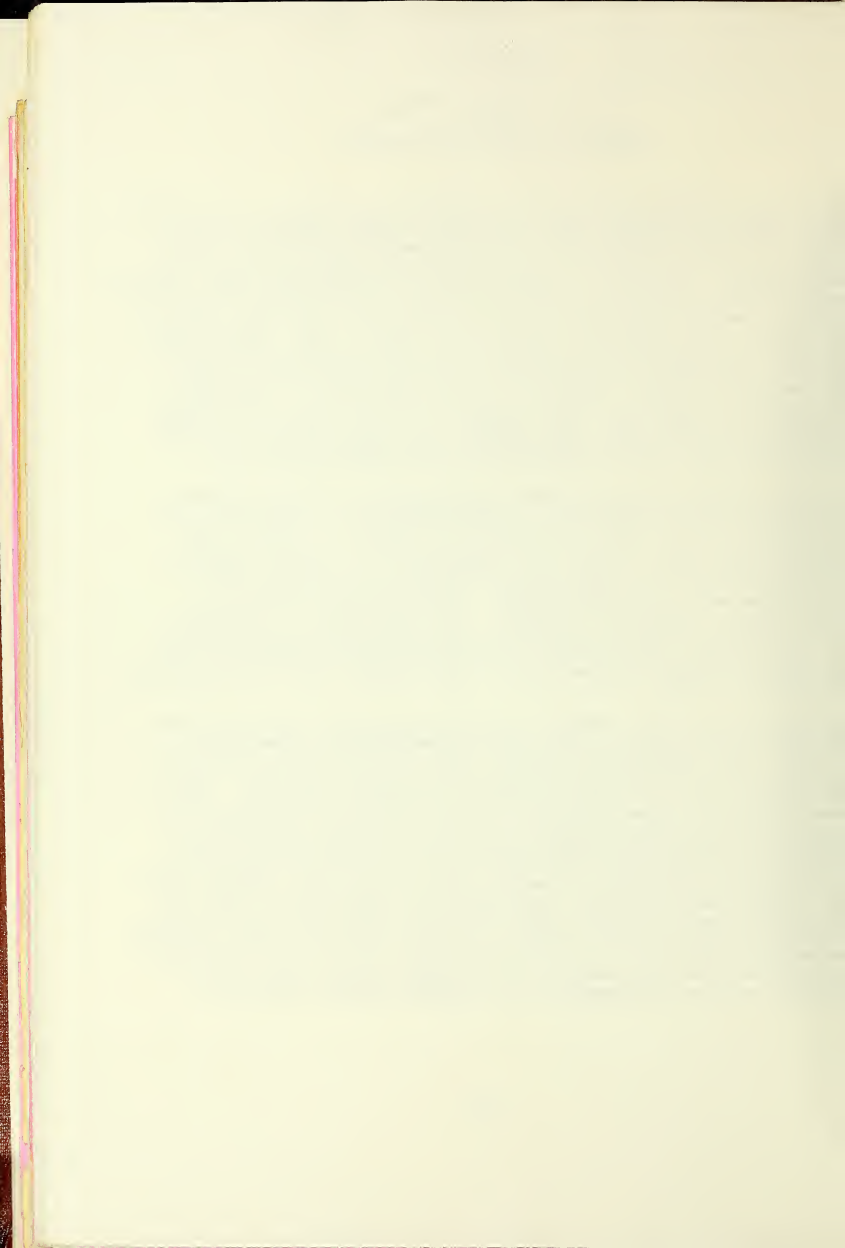
SECTION VI

Loan and Finance Services for the Property Conservation Program

In November of 1966 the City and County of San Francisco contracted for a Federally Assisted Code Enforcement (FACE) Program, as provided for in the Housing and Urban Development Act of 1965, with the Secretary of the United States Department of Housing and Urban Development. To assist in carrying out the concentrated Code Enforcement Program, the City and County is administering two programs designed to assist property owners in securing the financial resources to complete the necessary rehabilitation work on their properties. The first of these programs is the Direct Federal Loan for Rehabilitation as provided for in Section 312 of the Housing Act of 1964. The Section 312 Loan, available to owner-occupants and investor-owners alike, bears an interest rate of 3% per annum. The second program is provided for under Section 115 of the Housing and Urban Development Act of 1965. This program authorizes grants to qualified low-income owner-occupants in the Code Enforcement area.

The Chief Administrative Officer has assigned to the Real Estate Department the responsibility for administering the loan and grant functions of the Property Conservation Program. To fulfill this responsibility the Real Estate Department has four Real Property Loan Officers who are under the supervision of a Senior Right of Way Agent. The Real Property Loan Officers are assigned to the Code Enforcement Area Site Offices, servicing Bernal Heights, Alamo Square, and Duboce Triangle. One Loan Officer is assigned to the Central Office in the Real Estate Department together with one Clerk Typist who performs the clerical and secretarial duties related to the FACE Program and one CETA Account Clerk who maintains the escrow records.

The Real Property Loan Officers interview property owners desiring financial assistance to bring their properties up to Code compliance. By gathering all relevant data the Loan Officer is able to determine if the property owner qualifies for a Section 312 Loan, Section 115 Grant, or other commercial financing programs. The Loan Officer prepares a loan application package on behalf of the property owner. The Department of Housing and Urban Development approves or disapproves loans pertaining to large buildings, but loans for buildings with less than five units are now approved by the Director of Property. Once the loan is approved, all the escrow and related administrative requirements are performed in the Real Estate Department office. Applications for Section 115 Grants are prepared in much the same manner as Section 312 Loans with the major exception being that the Director of Public Works, rather than the Department of Housing and Urban Development, approves all applications upon the recommendation of the Real Estate Department.



The following summarizes the FACE loan and grant activity for the fiscal year ending June 30, 1976:

Number of Section 312 Loans approved - - - - 53

Dollar amount of Section 312 Loans approved - - \$1,467,900.00

Number of Section 115 Grants approved - - - - 5

Dollar amount of Section 115 Grants approved - \$18,487.00

The total number of Section 312 Loans approved by the Department of Housing and Urban Development since the start of the program is 1,081.

The dollar amount of Section 312 Loans approved by the Department of Housing and Urban Development since the start of the program is \$15,477,400.00.

The total number of Section 115 Grants approved since the start of the program is 358.

The total dollar amount of Section 115 Grants approved since the start of the program is \$871,247.57.

The total dollar amount of Section 312 Loans and Section 115 Grants approved since the start of the program is \$16,348,647.57.

In the last few years erratic Federal funding for FACE loans has made the operation of the program difficult and costly. Many contractors' bids became outdated as costs rose, property owners became discouraged and disposed of their buildings due to the lack of availability of loan funds. Funds have once again been made available and we hope that more FACE financed projects may now be completed.

Because of the erratic financing of Section 312 Loans and the great need to expand the Property Conservation Program, the Rehabilitation Assistance Program (RAP) has been authorized by the Board of Supervisors. The financing aspects of the program envision a loan program similar in many respects to the Federally financed FACE Program with some differences in criteria for loans, such as the maximum amounts of loans and rent controls. The funding is expected to be in the neighborhood of \$20,000,000 and to be available through the issuance of tax exempt revenue bonds. Most of the steps required for the issuance of the bonds have been completed.



The Real Estate Department has developed the rules and regulations pertaining to the loan and finance aspects of the RAP Program, while the Department of City Planning and the Department of Public Works have developed the rules and regulations for the other aspects of the RAP Program. The program envisions a great deal of community input. Assistance of the City Attorney has been very helpful in the development of the RAP Program. It is anticipated that the RAP Program will become operational in the Inner Richmond District by the end of 1976.

The Board of Supervisors has appropriated \$90,000 for the creation of a pilot program in the Haight-Ashbury area to encourage home ownership for low income and elderly residents. This will be through loans to match their down payments. The HAP Program Loan Committee will have its initial meeting in July, 1976.



SUMMARY OF LEASES

Prepared by Real Estate Department, City and County of San Francisco

<u>DEPARTMENT</u>	<u>NUMBER OF LEASES</u>	<u>BUILDING AREA LEASED - SQ. FT.</u>	<u>TOTAL MONTHLY RENTAL</u>	<u>TOTAL ANNUAL RENTAL</u>
MAJOR'S OFFICE	8	34,013	\$ 10,578.00	\$ 126,936.00
LIBRARY	6	14,645	\$ 3,601.25	\$ 43,215.00
SOCIAL SERVICES	4	153,500	\$ 62,278.00	\$ 747,336.00
PUBLIC HEALTH	46	142,193	\$ 40,689.25	\$ 488,271.00
PUBLIC WORKS	5	34,202	\$ 12,532.00	\$ 150,384.00
VARIOUS	23	103,959	\$ 29,393.00	\$ 352,716.00
TOTAL CITY	92	482,512	\$ 159,071.50	\$ 1,908,858.00
UNITED SCHOOL DISTRICT	26	184,182	\$ 46,274.28	\$ 555,291.36
COMMUNITY COLLEGE DISTRICT	52	259,388	\$ 55,695.36	\$ 668,344.32
TOTAL OF ALL BUILDINGS	170	926,082	\$ 261,041.14	\$ 3,132,493.68
<u>MISCELLANEOUS</u>				
RECREATION AND PARK MINI PARKS AND PLAYGROUND	7	83,500	\$ 75.17	\$ 902.16

July 1, 1976



SCHEDULE OF LEASES
CITY AS LESSEE
MAYOR'S OFFICE

LOCATION/DESCRIPTION	PURPOSE	LESSOR	AREA LEASED SQ. FT.	BASIC NO. RENTAL	BASIC RENTAL SQ. FT./MO.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
1177 Market Street Rm. 219 & 216	Criminal Justice Council	Orpheum Bldg.	2,500	\$ 800.00	\$.32 (1)	Mo. to Mo.	-	Funds Encumbered thru 7-31-76
2211 Geary Blvd. Rm. 3rd floor	Emergency Services	Easter Seal Society	2,881	\$ 1,397.00	\$.49 (1)	6-30-77	1-1 yr. 60-Days	Including 4 Pkg.s Notice of Intent
2000 17th Street Emilio Bldg.	Clearing House Econ. Analysis	G.S.A.	6,000	None	-	Mo. to Mo.	-	Revocable Permit
844 Mission St. Rm. 4th floor	Model Cities Agency	814 Mis- sion Co.	6,362	\$ 2,672.00	\$.42 (1)	Mo. to Mo.	-	Funds Encumbered thru 9-30-76
1177 Market Street Rms. 219 & 221	Coordinated Release Services	Geary Market Inv. Co.	775	\$ 349.00	\$.45 (1)	6-30-77	1-1 yr 60-days	60-Day Notice of Intent
1177 Market St. 2nd floor and pen. 3rd floor	Office of Employment Training	Morese	12,700	\$ 4,130.00	\$.33 (1)	6-30-77	1-1 yr 60 day	60-Day Notice of Intent-Rent adjust- option periods
1177 Market St. Rms. 109-212	Crim. Justice Youth Service	Orpheum Bldg. Co.	1,100	\$ 390.00	\$.35 (1)	Mo. to Mo.	-	Funds encumbered thru 2/28/77
211 Ellis St. pen. 2nd floor	Community Development	Redevelop. Agency	1,695	\$ 840.00	\$.50 (1)	1-31-77	2-1 yr. 1-11 Mo.	Rent adjust. option periods

July 1, 1976



SCHEDULE OF LEASES

CITY AS LESSEE

PUBLIC LIBRARY

LOCATION/ DESCRIPTION	PURPOSE	LESSOR	AREA LEASED SQ. FT.	BASIC NO. RENTAL	BASIC RENTAL SQ. FT./MO.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
45 ¹ / ₂ Ireland Store	Visitacion Valley, Branch Library	Bauman	2,300	\$ 325.00	\$.14 (2)	6-30-77	None	-
2434 San Bruno Store	Portola Branch Library	Gilmore, et al	1,650	\$ 225.00	.14 (2)	Mo. to Mo.	None	Funds Encumbered thru 6-30-77
2838 Diamond Store	Glen Park Branch Library	Hayes	1,650	\$ 400.00	.24 (2)	Mo. to Mo.	None	Funds Encumbered thru 6-30-77
387 Ashton Store	Ingle-side Branch Library	Soldavini	1,975	\$ 175.00	.09 (2)	6-30-77	1-1 yr. 30 days	-
111 Broad Ground Floor	Ocean View Branch Library	Stratigos	1,370	\$ 125.00	.09 (2)	Mo. to Mo.	-	Funds Encumbered thru 6-30-77
550 Kearny Ground Floor	Business Branch	Sacramento Kearny Co.	5,700	\$ 2,351.25	.41 (1)	6-30-77	None	Base rent sub- ject to increases not to exceed 5% in the option period.

July 1, 1976



SCHEDULE OF LEASES

CITY AS LESSEE

SOCIAL SERVICES

LOCATION/ DESCRIPTION	PURPOSE	LESSEE	AREA LEASED SQ.FT.	BASIC NO. RENTAL	BASIC RENTAL SQ.FT./MO.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
1360 Mission St. Entire Bldg.	Offices & Storage	VILLO Properties	37,400	\$ 13,000.00	\$.35 (1)	6-30-77	2-1 yr. 60-Days	\$26,586. Altem ware properties during 1st yr 60-Day Notice Intent
965 Mission St. Entire Bldg.	General Offices	Well	72,000	\$ 27,360.00	\$.38 (1)	6-30-77	1-1 yr. 180 days	180 Day Notice Intent Only adjustment op. 1 period.
Block 3513 Lot 74 between Valencia & Stevenson	OFF Street Parking	State	28,170	\$ 750.00	\$.026 (2)	6-30-77	23-1 yr.	Rent adjustment 7-1-55, 50, 5
870 Market St. 10th, 12th & 1/2 of 11th floor	General Offices	Flood & Stebbins	44,100	\$ 21,168.00	\$.48 (1)	6-30-77	2-1 yr. 60 Days	Rent adj. 10-1-55 periods. 10-1- Notice of inc

July 1, 1976

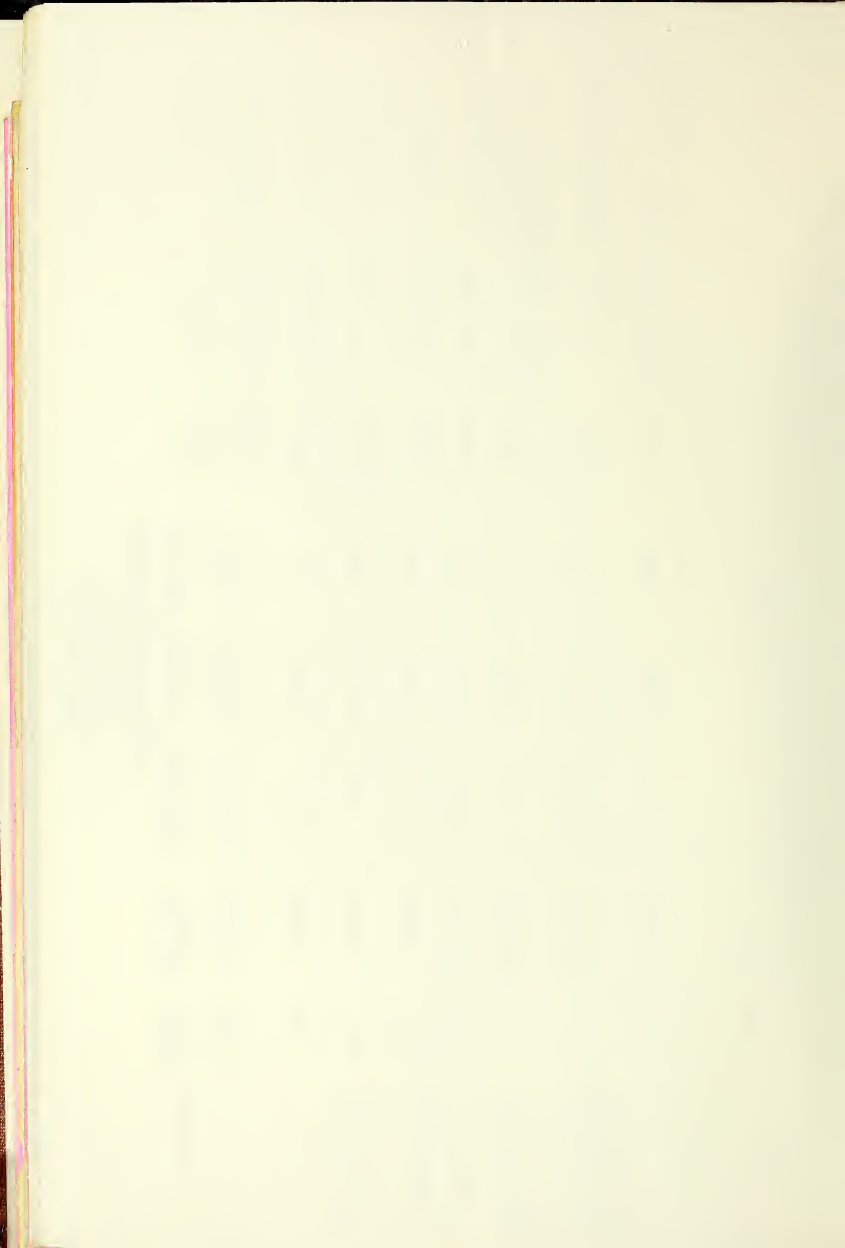


SCHEDULE OF LEASES

CITY AS LESSEE

DEPARTMENT OF PUBLIC HEALTH

PROPERTY/ DESCRIPTION	PURPOSE	LESSOR	AREA LEASED SQ. FT.	BASIC NO. RENTAL	BASIC RENTAL SQ. FT./MO.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
107 Van Ness Ave. Inch. 2nd floor	Center for Special Problems	Taurus Int.	7,000	\$ 3,080.00	\$.44 (1)	6-30-77	None	-
107 Van Ness Ave. Suite 102	Center for Special Problems	Taurus Int.	531	\$ 200.00	\$.38 (1)	6-30-77	None	-
600 - 10th St. Pln. 2nd floor	Mental Health Center	M.K. Blake Estate Co.	4,310	\$ 1,728.00	\$.40	6-30-77	1-1 yr.	Rent adjustment Option Period
300 Market St. 1st thru 7th	Mental Health Offices	Coleman, et al	3,552	\$ 1,000.00	\$.28 (1)	6-30-77	1-1 yr.	Rent adjustment, option period
30 Huntington Inch. 1st floor	Health Center	Fogarty	972	\$ 100.00	\$.10 (2)	Mo. to Mo.	-	Funds Encumbered thru 6-30-77
500 Ave. & Lake St. Public Health Hosp.	Family Planning Cancer Detection	U.S.A.	-	None	-	Mo. to Mo.	-	Used Wednesdays 8 A.M. to 12 No.
500 Ave. & Lake St. Public Health Hosp.	Chest Clinic	U.S.A.	200	\$ 37.00	\$.19 (1)	Mo. to Mo.	-	Rental Chg. to c services. Area not include 2 m used part time.
500 Ave. & Lake St. Public Health Hosp.	Rodent Control	U.S.A.	1,095	None	-	Mo. to Mo.	-	-



SCHEDULE OF LEASES

CITY AS LESSEE

DEPARTMENT OF PUBLIC HEALTH

(continued)

PROPERTY	PURPOSE	LESSOR	AREA LEASED SQ. FT.	BASIC RENTAL RENTAL	BASIC RENTAL SQ. FT./MO.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
1500 Jackson St. Office Bldg.	N.E. Mental Health Center	Choi	6,816	\$ 1,785.00	\$.26 (1)	11-30-76	None	-
1112 Market St. Room 312-314	Vocational Rehabilitation	Orpheum Bldg. Co.	1,044	\$ 365.00	\$.35 (1)	Mo. to Mo.	-	Funds Encumbered thru 6-30-77
1112 Market Street Room 205	Vocational Rehabilitation	Orpheum Bldg. Co.	600	\$ 210.00	\$.35 (1)	Mo. to Mo.	-	Funds Encumbered thru 6-30-77
1305 Ocean Avenue Library + 2 rms.	Counseling Serv. O.M.I.	Ingleside Pres. Church	-	None	-	Mo. to Mo.	-	Used Tues & Wed 6 PM to 9 PM
1805 Mission Street 1st. Ground Floor	Mission Mental	Speyer & Schwartz Inc	12,000	\$ 2,575.00	\$.21 (5)	6-30-77	1-1 yr 30 days	\$71,495 Altered Paid by
417 Couch Street Suite and fl. & subground fl. & basement	Therapist House	Herkes	6,032	\$ 600.00	\$.10 (2)	6-30-77	6-1 yr 30 days	\$56,186 Altered Rent 7-1-78, sub to negotiation.
477 Castro Suite 104-205	Bureau/Alcohol- ism Employee Referral Program	Hoeglund, et al	1,200	\$ 600.00	\$.50 (1)	6-30-77	2-1 yr	Rent adjustment option periods
1300 Ocean Ave. Cm, Chapel 1 rm.	DayView Mental Health	Ingleside Presby. Church	-	\$ 25.00	-	Mo. to Mo.	-	Used Thursdays 1 PM to 4 PM



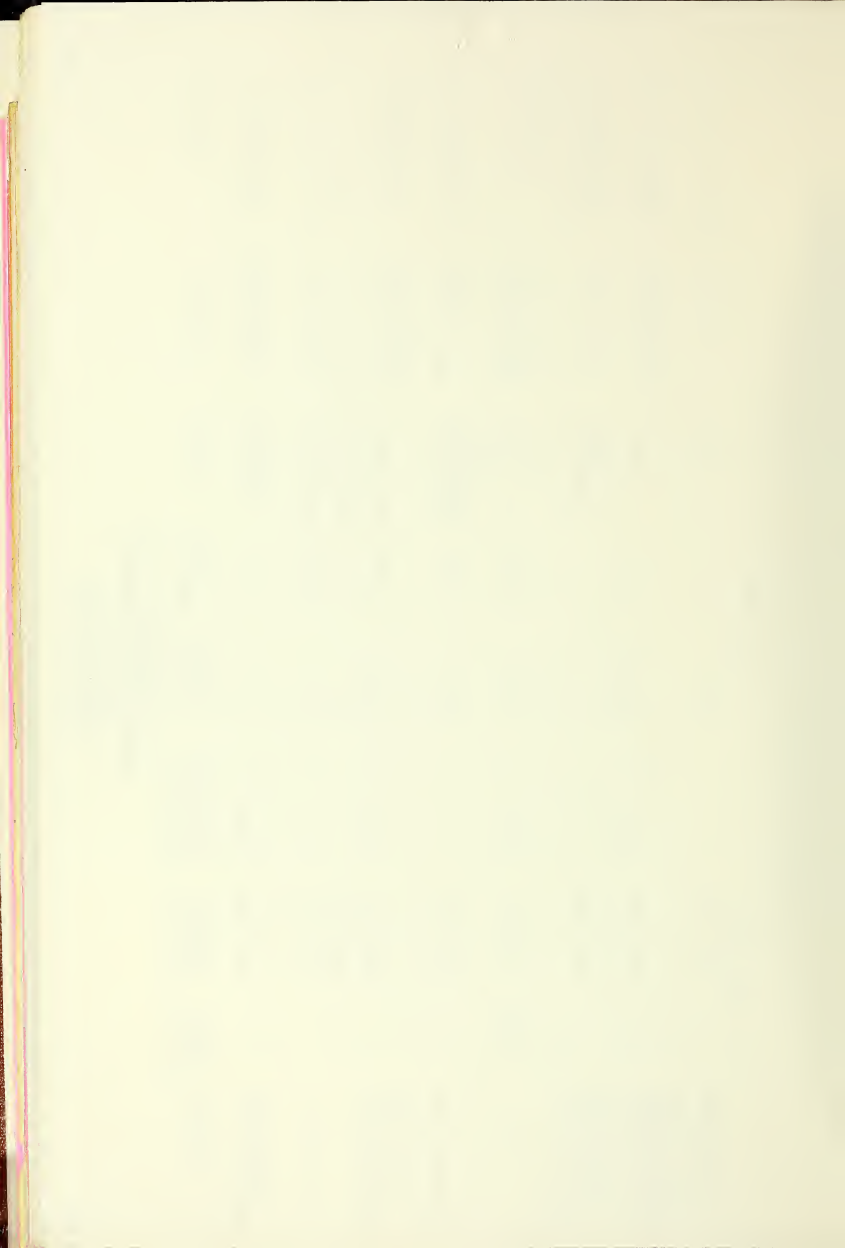
SCHEDULE OF LEASES

CITY AS LESSEE

DEPARTMENT OF PUBLIC HEALTH

(continued)

	PURPOSE	LESSOR	AREA LEASED SQ. FT.	BASIC MO. RENTAL	BASIC RENTAL SQ. FT./MO.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
1000 Pacific Ave. 1st floor/Church	Outpatient T.B. Clinic	Housing Authority	660	\$ 66.00	\$.10 (1)	Mo. to Mo.	-	Funds Encumbered thru 6-30-77
701 Sacramento St.	Health Center	Housing Auth. 1-room	\$ 1.00	-	-	Mo. to Mo.	-	-
1000 Pacific Ave. 1st floor/Church	Health Center	Housing Auth. 216	\$ 1.00	-	-	Mo. to Mo.	-	-
1000 Pacific Ave. 1st floor/Church	N. Beach Mental Health Center	Housing Auth. 3,010	\$ 300.00	\$.10 (1)	Mo. to Mo.	-	-	Funds Encumbered thru 6-30-77
1000 Pacific Ave. 1st floor/Church	District Baby Clinic	Mission Uni- ted Presby- terian	4,300	\$ 30.00	-	Mo. to Mo.	-	Used 1/2 day per
1000 Pacific Ave. 1st floor/Church	Bayview Mental Health Center	Ruta	1,800	\$ 565.00	\$.31 (1)	6-30-77	None	-
1000 Pacific Ave. 1st floor/Church	Health Center Chest Clinic	St. Anthony Clinic	-	\$ 75.00	-	Mo. to Mo.	-	Used 2 days per Funds Encumbered thru 6-30-77
1000 Pacific Ave. 1st floor/Church	Outpatient Methadone Fac.	Krieger	9,300	\$ 2,710.00	\$.29 (3)	Mo. to Mo.	-	Funds Encumbered thru 6-30-77 \$15,469 Alimony since comment.
1000 Pacific Ave. 1st floor/Church	Methadone	Ross	180	\$ 25.00	-	Mo. to Mo.	-	Parking/1 car



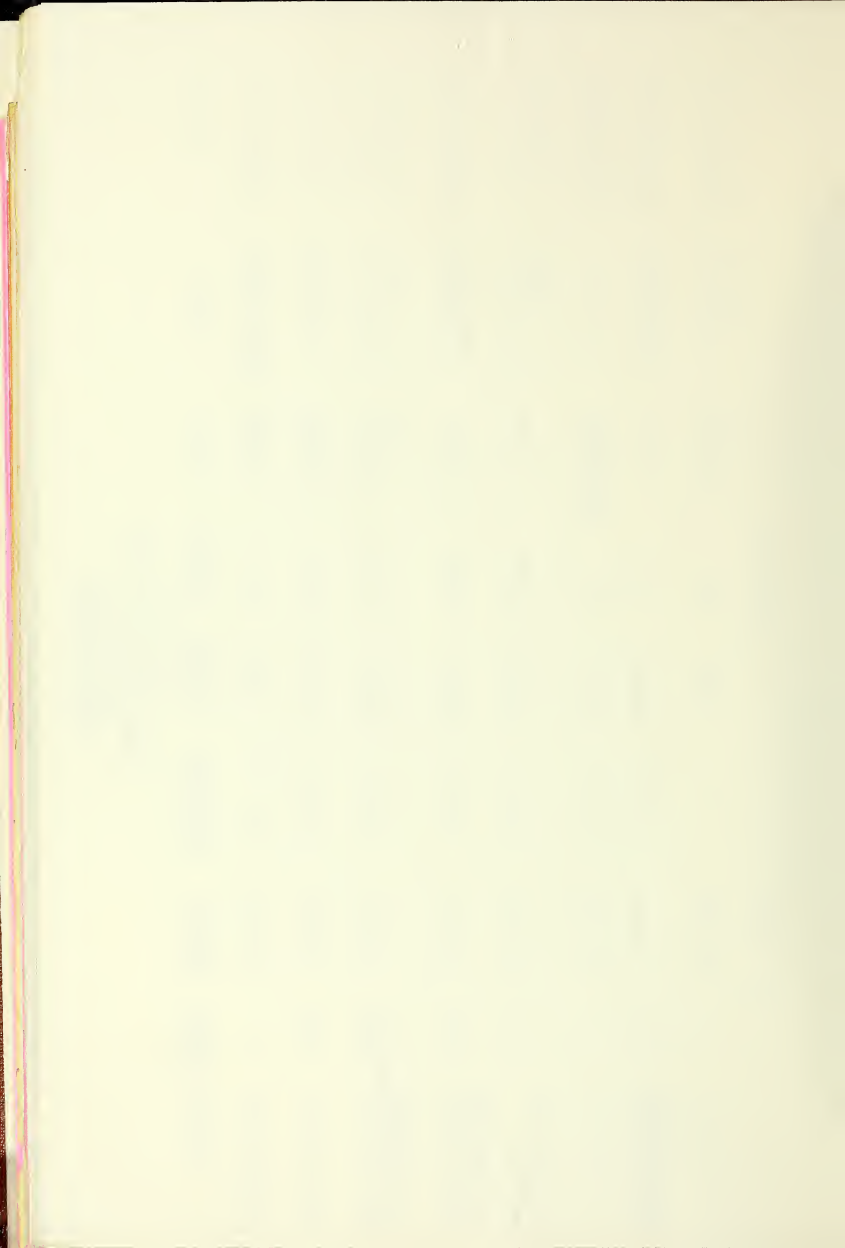
SCHEDULE OF LEASES

CITY AS LESSEE

DEPARTMENT OF PUBLIC HEALTH

(Continued)

PROPERTY/ DESCRIPTION	PURPOSE	LESSOR	AREA LEASED SQ. FT.	BASIC MO. RENTAL	BASIC RENTAL SQ. FT./MO.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
705 - 13th St. 2nd Floor	Family Planning Clinic	Cannon Kid	350	None	(1)	Mo. to Mo.	-	Used One Aftern
705 - 13th St. 2nd Floor	Outpatient Facility	Bramy & Valerio	5,156	\$ 1,792.25	\$.35 (3)	6-30-77	None	\$57,750 alterat
705 - 13th St. Entire 1st Fl.	V.D. Medical Clinic	DeMonte Corp.	10,000	\$ 900.00	\$.09 (2)	9-30-77	1-1 yr. 180 days	\$75,768.96 alte tions were made during 1st yr 6 tax Clause
705 - 1339 Ocean Ave Entire Bldg.	District V Mental Health	Pelton	3,954	\$ 875.00	\$.22 (5)	6-30-77	6-1 yr	\$73,820 alterat City's share 68 Rent adjm. 7-1-
705 - 1339 Ocean Ave Entire Bldg.	Office & Clinic	Chinn	3,948	\$ 1,469.81	\$.37 (7)	Mo. to Mo.	-	encumbrere thru 12-31-76
705 - 1339 Ocean Ave Entire Bldg.	Outpatient	Bethany Uni- ted Methodist	304	\$ 50.00	\$.16 (1)	Mo. to Mo.	-	-
705 - 1339 Ocean Ave Entire Bldg.	Mental Health Outpatient	Maisels	1,750	\$ 530.00	\$.30 (5)	6-30-77	6-1 yr	Rent Adjustment 7-1-78 Alterati. \$43,000
705 - 1339 Ocean Ave Entire Bldg.	Counseling Services	Salvation Army	600	None	-	Mo. to Mo.	-	-



SCHEDULE OF LEASES

CITY AS LESSEE

DEPARTMENT OF PUBLIC HEALTH

(continued)

PROPERTY/ DESCRIPTION	PURPOSE	LESSOR	AREA LEASED SQ. FT.	BASIC NO. RENTAL	BASIC RENTAL SQ. FT./MO.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
1-901 So. Main Street Second Floor	Near Northwood Mental Health	Aim Development Corp.	7,286	\$ 2,482.00	\$.34 (5)	6-30-77	7-1 yr 90 days	Rent Adjustment of Period 16,860. Actions amortized Months, 90-day of Intent.
1-1018 Street Side and Floor 1st Floor.	Mental Health Administration	West	9,000	\$ 3,791.00	\$.42 (1)	6-30-77	6-1 yr 90 Days	Rent adjustment 1960. 90-Day No of Intent
3 Montany Blvd. Main Bldg.	Mission Mental Health	Baroway & Powell	3,600	\$ 1,221.19	\$.34 (5)	6-30-77	6-1 yr 30 days	Rent Adjustment option Periods; 65,000 alterations
33 Taraval St.	District V Mental Health	Healy	1,875	\$ 770.00	\$.41 (5)	6-30-77	1-1 yr	\$4,950 Alterati by City
3 Hayes Street 2nd Floor	Bureau/Alcohol- ism	Ames	4,070	\$ 1,029.00	\$.25 (5)	6-30-77	6-1 yr	Rent Adjustme 7- 7-1-80 \$6,275 Alterations
5-13th Avenue Floors 3 and 4	District V Mental Health	19th & Q Corp.	2,315	\$ 1,158.00	\$.50 (1)	6-30-77	1-1 yr	-

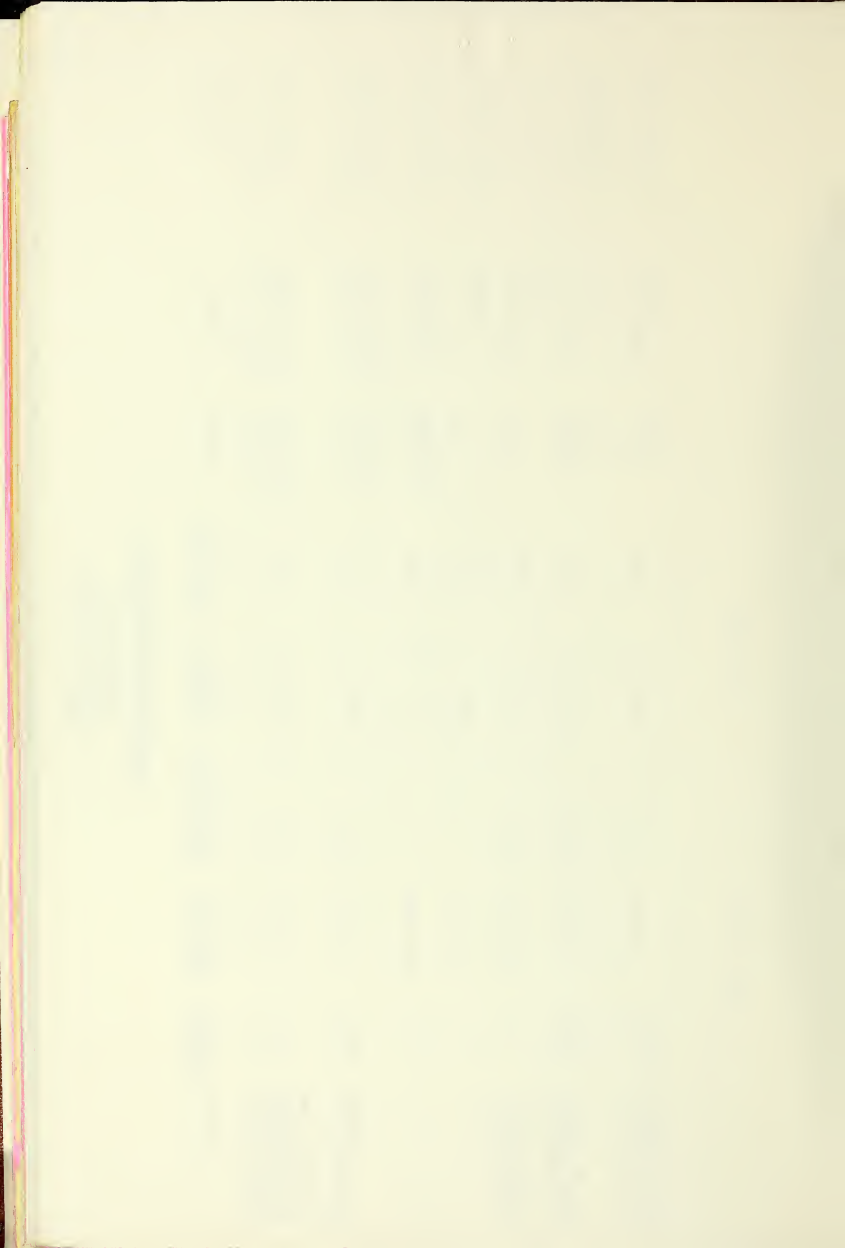


SCHEDULE OF LEASES

CITY AS LESSEE

DEPARTMENT OF PUBLIC HEALTH

LOCATION	PURPOSE	LESSOR	AREA LEASED SQ. FT.	BASIC NO. RENTAL	BASIC RENTAL SQ. FT./MO.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
100 Mission St. Ground Floor	Outer Mission Mental Health	Maculich Instr. Corp.	3,600	\$ 1,165.00	\$.32 (5)	6-30-77	7-1 yr	\$74,800 Alterat provisions for adjustment 7-1-78 7-1-81 Rent \$90 until alter. con
115 - 3rd Street Ground Floor	Ambulatory Health Center	Turner & Mitchell	2,140	\$ 700.00	\$.33 (2)	6-30 77	1-1 yr	\$4,650 Alterati by City
111 - 4th Street Building 1 car	Bureau of Alcoholism	Calif. Parkg. Co.	200	\$ 8.50	-	Mo. to Mo.	-	-
111 - 4th Street Building 2 cars	N.E. Mental Health	Ruiz	400	\$ 50.00	-	Mo. to Mo	-	-
115 - 4th Ave 2nd floor	N.E. Mental Health	Louie	3,700	\$ 1,678.50	.45 (5)	Mo. to Mo.	-	Funds encumbered thru 6-30-77
111 - 4th Ave Ground Floor	N.E. Mental Health	DeVasia et al	7,707	\$ 3,375.00	\$.44 (8)	6-30-77	8-1 yr 90 day	Rent adjustm. of periods, 90-day Notice of inte.
111 - 4th St. Entire Bldg.	N.E. Mental Health	Arnold- Musso	6,200	\$ 1,566.00	\$.25 (5)	6-30-77	3-1 yr 90 day	Rent adjustm. of periods, 90-day Notice of inte.



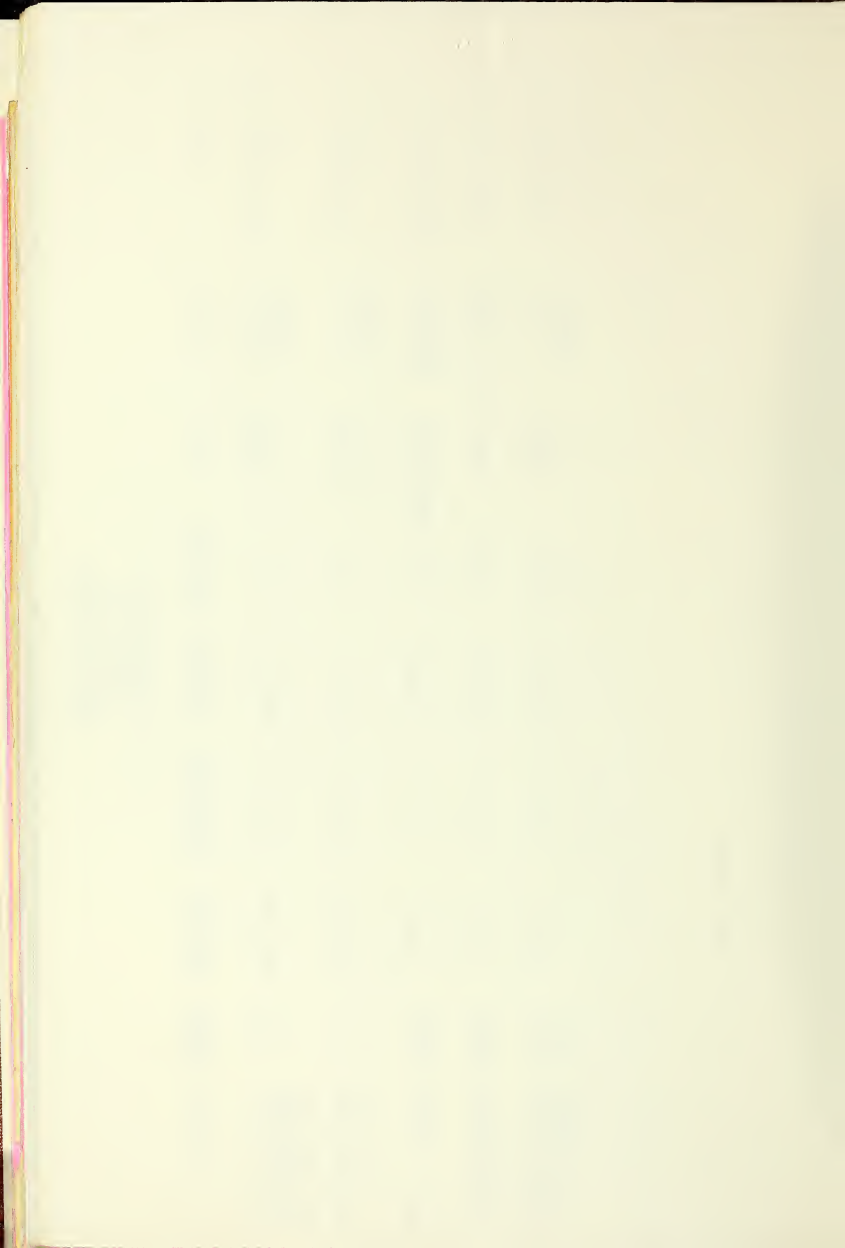
SCHEDULE OF LEASES

CITY AS LESSEE

PUBLIC WORKS

LOCATION/ DESCRIPTION	PURPOSE	LESSOR	AREA LEASED SQ. FT.	BASIC NO. RENTAL	BASIC RENTAL SQ. FT./MO.	DATE LEASE EXPIRES	OPTION/ NOTICE	COMMENTS
1000 Madison Street Store	F.A.C.E. Program Office	Cuppy, et al	2,450	\$ 550.00	\$.22 (1)	No. to No.	None	\$9,925 altercati amortized 1st y 60/70 Funds Enc bered thru 1-31
411 McAllister St. Store	F.A.C.E. Program Office	Colonial Management	1,700	\$ 790.00	\$.46 (5)	No. to No.	-	Funds Encumbere thru 1-31-77
1000 Collins Gate Ave. Cellar and Pent. and floor	Sanic/Eng. & Transite Task Force	S.F. Employ's Credit Union	14,611	\$ 8,013.00	\$.55 (1)	6-30-77	1-1 yr 30 days	includes 2 park spaces
1000 Bryant Street Intite Bldg.	Traffic Sign Shop	Keeney	11,881	\$ 1,470.00	\$.12 (2)	6-30-77	1-1 yr. 90 days	Area includes n or 2600 sq.ft.
1000 Business Ave. Pent. Ground Fl.	Water Quality Program	Humber, et al	3,560	\$ 1,709.00	\$.48 (1)	6-30-77	1-1 yr. 90-day	\$3678. altercati 90-Day Notice c Intent

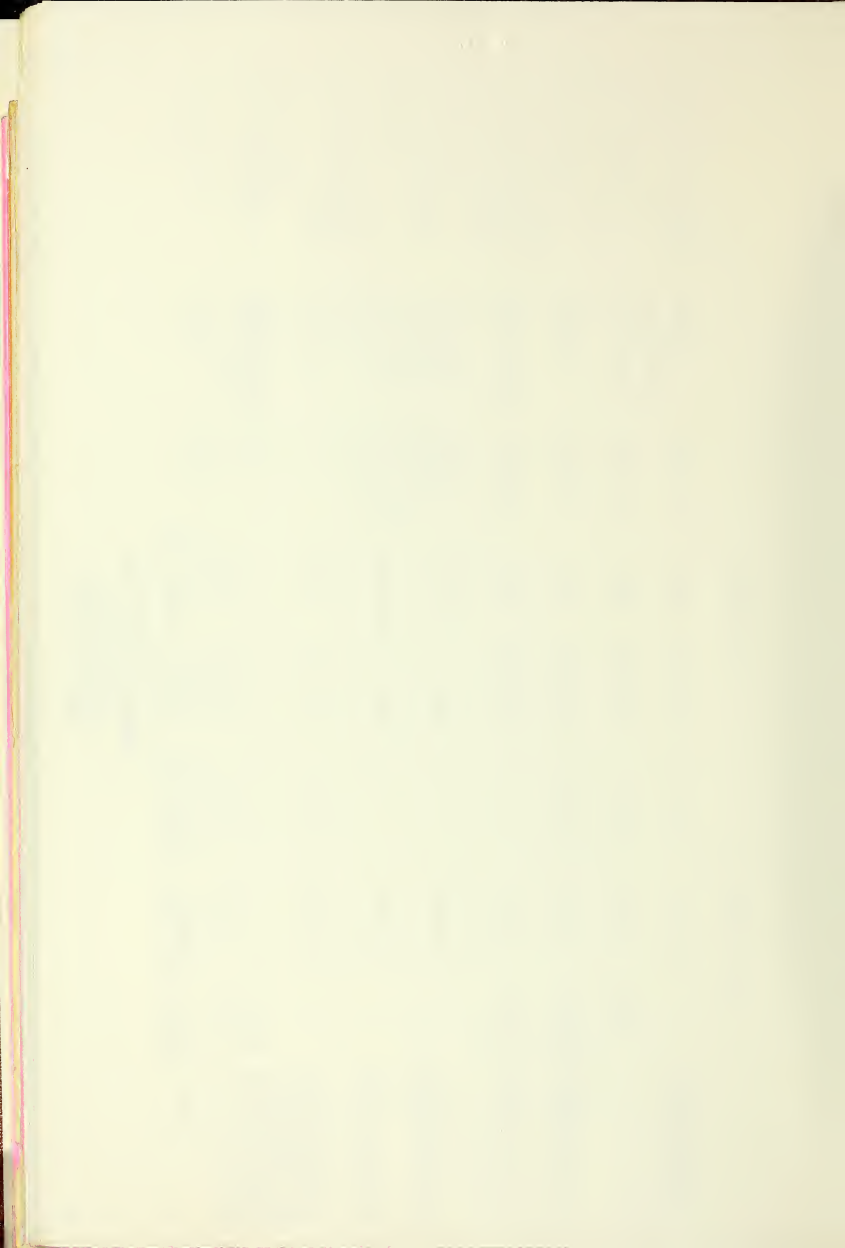
July 1, 1976



SCHEDULE OF LEASES
CITY AS LESSEE

VARIOUS CITY DEPARTMENTS

LOCATION/DEPT.	PURPOSE	LESSOR	AREA LEASED SQ. FT.	BASIC NO. RENTAL	BASIC RENTAL SQ. FT./MO.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
WATER UTILITIES 1000 California St. 3rd Floor Room 1st Floor	WETCH WETCH WATER & POWER Offices	Glaser	16,000	\$5,200.00	\$.33 (1)	7-14-77	3-1 yr 90-Days	Rent Adjustm. Opti Periods. Includes Pkg. spaces. \$31. Alts. Amortzd. ovr 3 yr period 70/;
RECORDS AND RECORDS 1000 Concord Street Warehouse & Office	Storage of Records	Fox	28,000	\$2,650.00	\$.09 (5)	Mo. to Mo.	-	Funds Encumbered thru 10-31-76
RECORDS AND RECORDS 1000 Concord Street Warehouse & Office	Storage of Micro Film	Heart of Calif. Corp.	100 Cu. Ft.	\$ 37.50	\$ -	Mo. to Mo.	-	Underground Store Vault
RECORDS AND RECORDS 1000 Concord Street Warehouse & Office	Storage of Micro Film	Western States	110 Cu. Ft.	\$ 46.00	\$ -	Mo. to Mo.	-	Underground Store Vault Area
RECORDS AND RECORDS 1000 Concord Street Warehouse & Office	Office of Re- cord Storage	McConnell	5,852	\$2,850.00	\$.49 (1)	6-30-77	3-1 yr 30 Days	30-Day Notice of Intent
RECORDS AND RECORDS 1000 Concord Street Warehouse & Office	Drafting Dept.	McConnell	5,350	\$2,828.50	\$.53 (1)	6-30-77	3-1 yr 30 Days	30-Day Notice of Intent
RECORDS AND RECORDS 1000 Concord Street Warehouse & Office	Office Space for Headquarters	Phelan Co.	4,669	\$1,650.00	\$.35 (1)	6-30-77	None	-
RECORDS AND RECORDS 1000 Concord Street Warehouse & Office	General Offices	Phelan Co	4,700	\$1,785.00	\$.38 (1)	Mo. to Mo.	-	Funds Encumbered thru 12-31-76



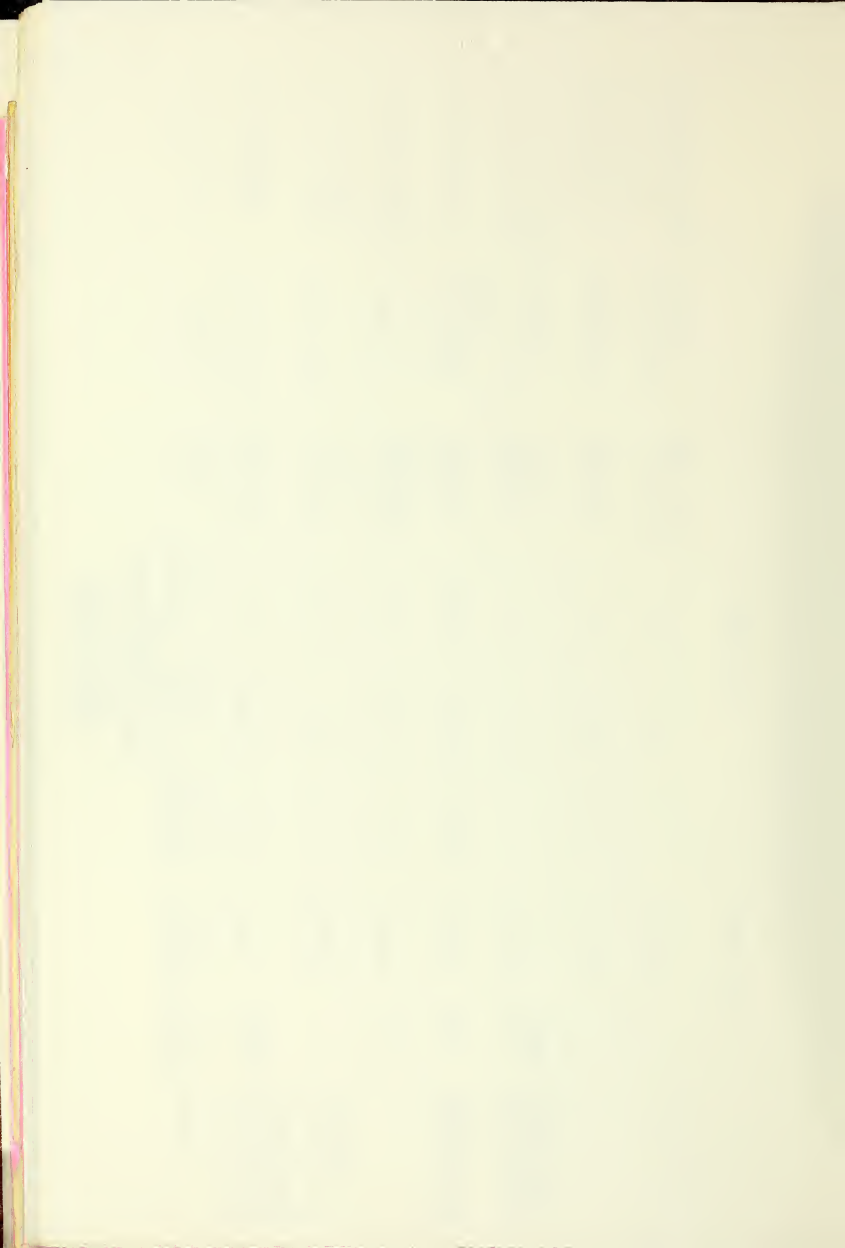
SCHEDULE OF LEASES

CITY AS LESSEE

VARIOUS CITY DEPARTMENTS

(continued)

LOCATION/ DEPARTMENT/DEPT.	PURPOSE	LESSOR	AREA LEASED SQ.FT.	BASIC NO. RENTAL	BASIC RENTAL SQ.FT./MO.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
1000 COURT 1000 Court Street 1st Floor	Civil Courts	California Hall Assn.	6,756	\$ 2,700.00	\$.40 (1)	6-30-77	3-1 yr 30 days	\$21,735 Alters. over 2 months '71 3/options from subj. to negotia
1000 COURT 1000 Court Street 1st Floor	Workmans Comp.	St. Francis Hospital	5,500	\$ 1.00	-	No. to No.	-	Rental paid ann in advance
1000 COURT 1000 Court Street 1st Floor	Offices	S. F. Employ- ees Credit Union	9,751	\$ 5,314.00	\$.55 (1)	6-30-77	1-1 yr	-
1000 COURT 1000 Court Street 1st Floor	Office Space For Special Subsidy	Cavalini, et al	2,400	\$ 375.00	\$.16 (2)	2-29-77	None	\$3,985. alterati amortized over '70/'71
1000 COURT 1000 Court Street 1st Floor	Relay Radio Station	Bank of America	90	\$ 1.00/yr	-	12-31-77	5-1 yr 30 days	Can terminate w 6 Mths notice option period
1000 COURT 1000 Court Street 1st Floor	Communication Equipment	Fairmont Hotel Co.	36	None	-	No. to No.	-	-
1000 COURT 1000 Court Street 1st Floor	Communication Equipment	Pacific Med- ical Center Inc.	36	\$ 1.00	-	No. to No.	-	-



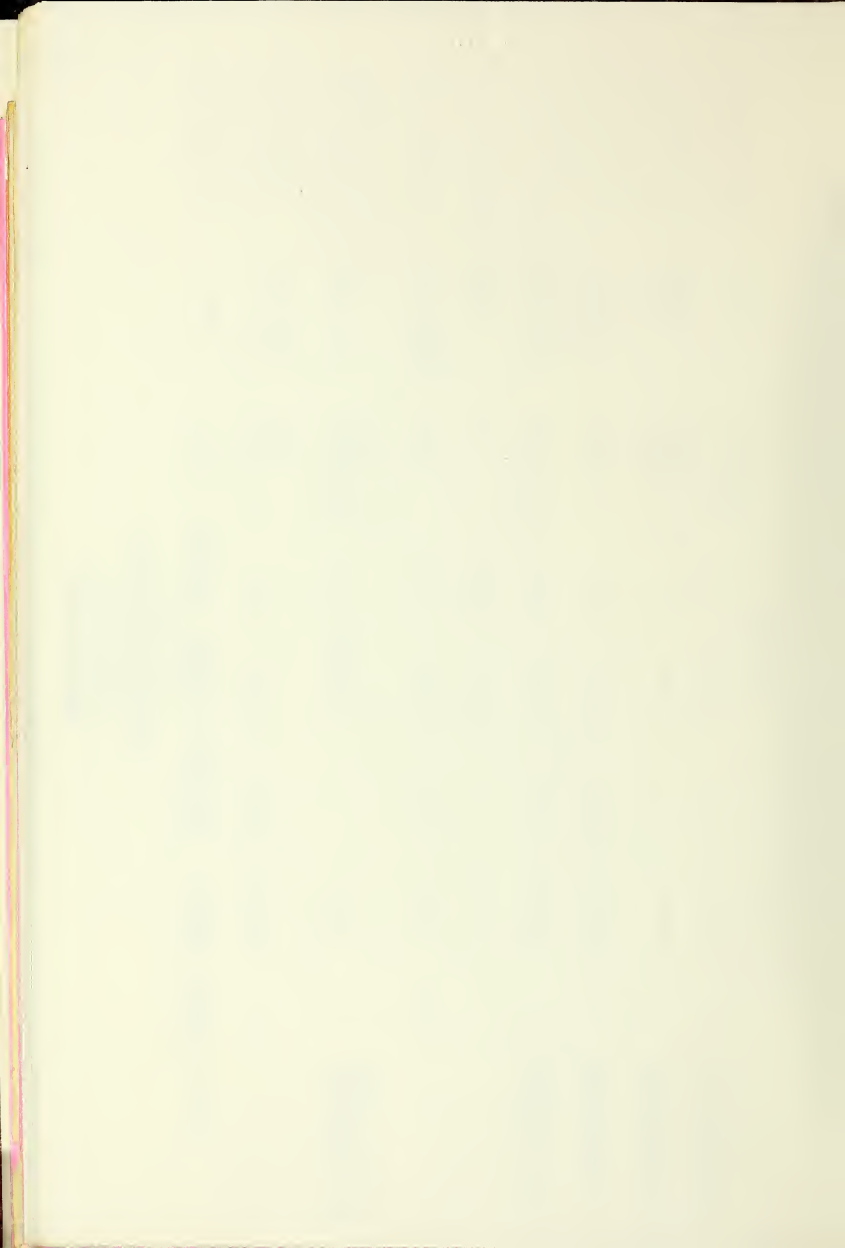
SCHEDULE OF LEASES

CITY AS LESSEE

VARIOUS CITY DEPARTMENTS

(continued)

PURPOSE	LESSOR	AREA LEASED SQ. FT.	BASIC NO. RENTAL	BASIC RENTAL SQ. FT./MO.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
Neighborhood Arts Program	Hobbs, et al.	216	\$ 28.00	\$.13 (4)	No. to No.	-	-
Neighborhood Arts	Chinese Cul- tural Found- ation	4,667	150,000.00 Full term	-	5-31-90	-	City shares use w/ Foundation. City re- sponsible for prot share of repairs.
Parking, Emer- gency Vehicles	State	23,771	\$ 550.00	\$.02 (2)	6-30-77	3-1 yr	-
Parking Space	PAZ	200	\$ 30.00	\$ -	No. to No.	-	-
Volunteer and Management Development	Orpheum Bldg. Co.	1,400	\$ 325.00	\$.23 (1)	No. to No.	-	Funds Encumbered 6-30-77
Community Outreach	E.O.C.	416	\$ 75.00	\$.18 (1)	No. to No.	-	Funds Encumbered thru 6-30-77
Women's Resource Center	Anders Land Co.	300	\$ 120.00	\$.40 (1)	No. to No.	-	Funds Encumbered thru 6-30-77
Family Suppl. Bureau	814 Mission St. Company	7,800	\$ 2,826.00	\$.36 (1)	No. to No.	-	Funds Encumbered thru 9-30-76



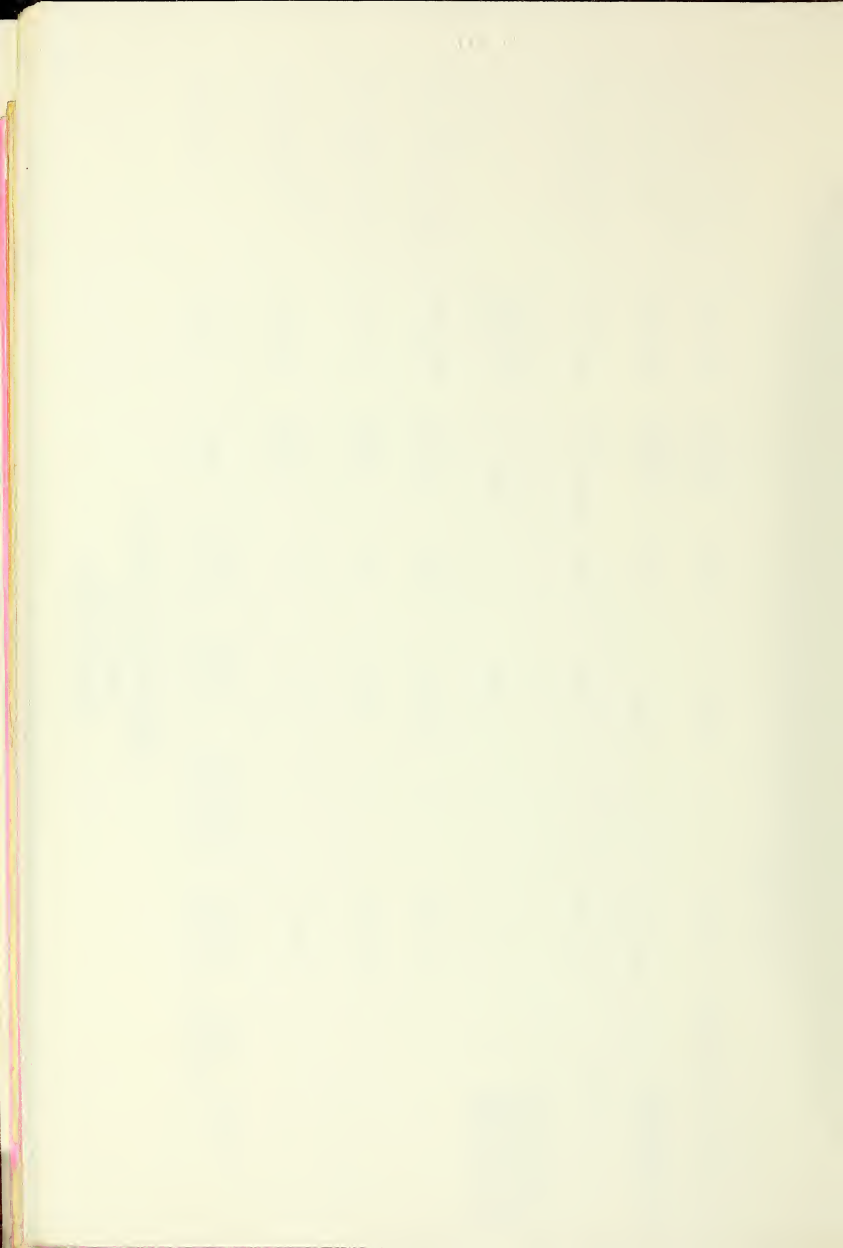
SCHEDULE OF LEASES

CITY AS LESSEE

RECREATION & PARK DEPARTMENT

	PURPOSE	LESSOR	AREA LEASED SQ. FT.	BASIC NO. RENTAL	BASIC RENTAL SQ. FT./MO.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
1000 S. 1st St. 1000 S. 1st St., Lot 57	Mini Park	Wilkins Estate	1,450	\$ 20.00	-	No. to No.	-	-
1000 S. 1st St. 1000 S. 1st St., Lot 35	Mini Park	Wegman Estate	4,200	\$ 30.00	-	No. to No.	-	-
1000 S. 1st St. 1000 S. 1st St., Lot 56	Mini Park	State of Calif.	3,600	\$ 25.00/yr.	-	No. to No.	-	-
1000 S. 1st St. 1000 S. 1st St., Lot 56	Parking Palace of Fine Arts	U.S. Army	-	None	-	-	-	Used jointly w/ Requites Permis each time used. be terminated b either party.
1000 S. 1st St. 1000 S. 1st St., Lot 7	Playground	Levi Strauss	8,000	None	-	No. to No.	-	-
1000 S. 1st St. 1000 S. 1st St., Lot 60	Playground	Sunset Scavengers & MACON	35,250	\$ 1.00/yr	-	3-31-2000	-	25 yr lease beginning 4-1-7
1000 S. 1st St. 1000 S. 1st St., Lot 1	Mini Park	Southern Pacific	31,000	\$ 1.00/yr.	-	6-30-76	Unlimited	-

July 1, 1976



SAN FRANCISCO UNIFIED SCHOOL DISTRICT LESSEE

[illegible]

Tolson St.
1st Floor plus
outstanding spaces

113 - Sacramento Street
114 - 1st & 2nd Flrs.

20 - 2nd Street
St. Louis Floor & Mezz.

**THE
NEW
BUILDING**

Young & Shewell

7000 Street
N.W.

[illegible]

2) 1 space above
1 space below. Spaces

[illegible]

Unlaid				
14,400 Blg	\$ 1,500.00	\$.08 (2)	8-31-76
5,600 yard				2-1 yr
				\$52,920 Alterations amort
				by three lump sum payment



SCHEDULE OF LEASES

SAN FRANCISCO UNITED SCHOOL DISTRICT LESSEE

(Leases Where Rental is \$300/No. or More)

(continued)

PURPOSE	AREA LEASED SQ. FT.	BASIC NO. RENTAL	BASIC RENTAL SQ. FT.	DATE LEASE EXPIRES	OPTIONS/ Notice	COMMENT S
100 South Van Ness Office Building	15,750	\$ 2,650.00	\$.17 (2)	6-30-77	2-1 yr	\$32,000 Alterations. Amort 1st 2-Months. Rent adjust ment Option Periods
1000 Divisadero 2nd. Ground Floor	1,892	\$ 550.00	\$.29 (1)	6-30-78	None	-
1000 - 13th St. Ground Floor	2,750	\$ 750.00	\$.20 (1)	6-30-77	None	Alt's. by Lessor include OF 20 Selectric typewrit.
1000 Division Street -TOOTS	2,400	\$ 360.00	\$.15 (1)	Mo.to No.	-	-
1000 13th Street -Office Building	11,251	\$ 2,200.00	\$.20 (2)	6-30-78	None	-
1000 13th St. -Office Property	George Washington Carver School	108,294	\$21,684.58	\$.20 (2)	1-15-93	- 64,500 Sq.Ft. Bldg. Area - from Redevel. Agency. Rent Annually. City to acquire title when bonds redeemed



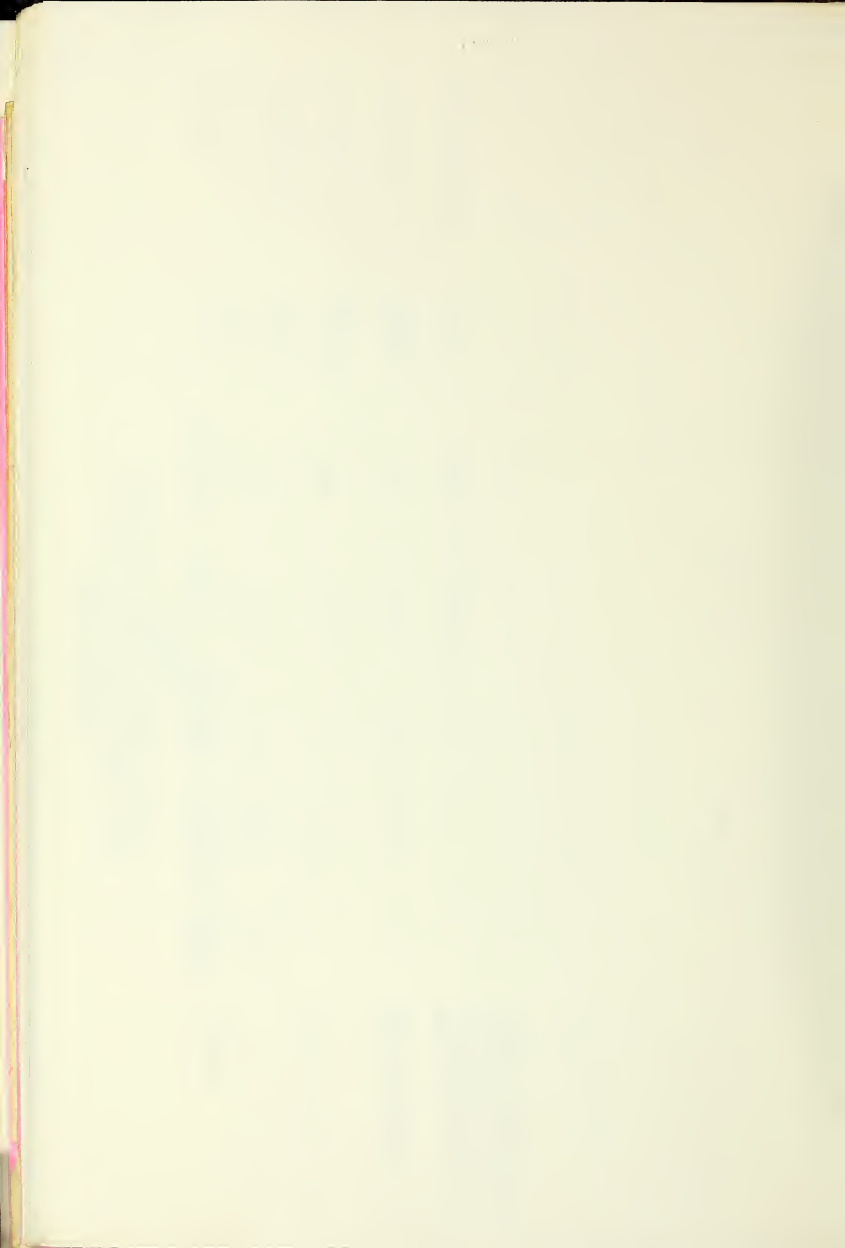
SCHEDULE OF LEASES

SAN FRANCISCO UNIFIED SCHOOL DISTRICT LESSEE

(Leases Where Rental is \$300/Mo. or More)

(Continued)

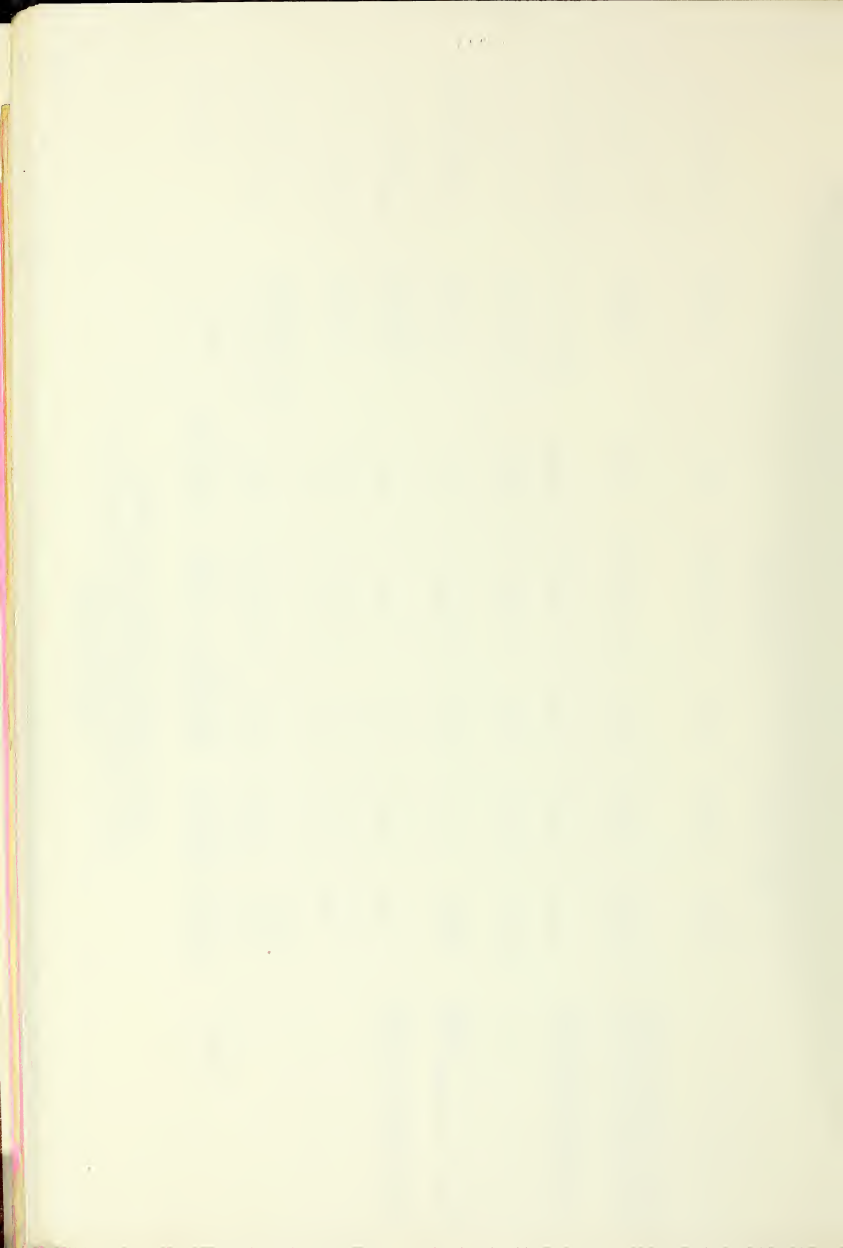
LOCATION/ DESCRIPTION	PURPOSE	AREA LEASED SQ. FT.	BASIC NO. RENTAL	BASIC RENTAL SQ. FT./MO.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
101 1/2 Street San Francisco Floor	Children Center	2,800	\$ 350.00	\$.13 (1)	6-30-77	2-1 yr	-
1100 Mission Ave 13 rooms	Therapeutic Education Center	3,628	\$ 1,070.00	\$.30 (1)	Mo. to Mo	-	Leased on school year basis
101 1/2 Street 11th Floor	Spanish Bilingual	4,675	\$ 800.00	\$.17 (1)	Mo. to Mo	-	2125 sq. ft. exclusive use 2550 sq. ft. shared
Summary of 7 Leases under \$300/Mo.	Various	15,376	\$ 918.00	\$.06	-	-	Area does not include 45 @ Ft. Funston used by ROTC 3 Bldgs. & 3.85 acres @ Ft Surre Island. 53,000 sq. ft. ft. Mason. Area approx. 2 number of leases based on of area & number of times



SCHEDULE OF LEASES

SAN FRANCISCO COMMUNITY COLLEGE DISTRICT LESSEE
(Leases Where Rental is \$300/Mo. or More)

LOCATION	PURPOSE	AREA LEASED SQ.FT.	BASIC NO. RENTAL	BASIC RENTAL SQ.FT./MO.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
2500 Mission Street 2nd Floor	Classrooms for Americanization Classes	4,900	\$ 1,036.00	\$.21 (1)	6-30-77	2-1 yr 30 days	-
1000 Mission 1st Flr. - 9 rooms	Adult Education	8,650	\$ 2,400.00	\$.28 (1)	6-30-77	None	-
1000 - 10th Street 6 rooms	Apprentice Training	2,200	\$ 200.00	\$.09 (21)	6-30-77	None	10 Month term 9-1/6-30 qtr subject to renegotiations
1000 - 11th Street 3rd & 4th story 1st basement	Education Center	6,137	\$ 1,625.00	\$.26 (1)	2-19-79	5-1 yr 90 days	option rental to be nego- tiated
3500 Ocean Avenue 1st floor	Classrooms	7,000	\$ 700.00	\$.10 (1)	1-31-77	1-5 Mos.	-
115-1143 Van Ness Ave. 1st. Buildings	Skill Center	28,065	\$ 7,856.40	\$.28 (2)	1-31-77	3-1 yr.	27,300 sq. ft. - Tax Clause lease- Option subject to tiation with owner
1000 - 10th Street 1st floor	Aviation School	145,491	\$28,137.96	\$.19 (2)	2-2-83	1-3 yr 180 days	25,946 sq. ft. bldg. area. R paid annually will vary 2 yr term. Option to purch bldg. Rent based on cost.
1000 - 10th Street 1st floor	Education Center	5,800	\$ 1,615.00	\$.28 (1)	6-30-77	3-1 yr 60 days	-



SCHEDULE OF LEASES

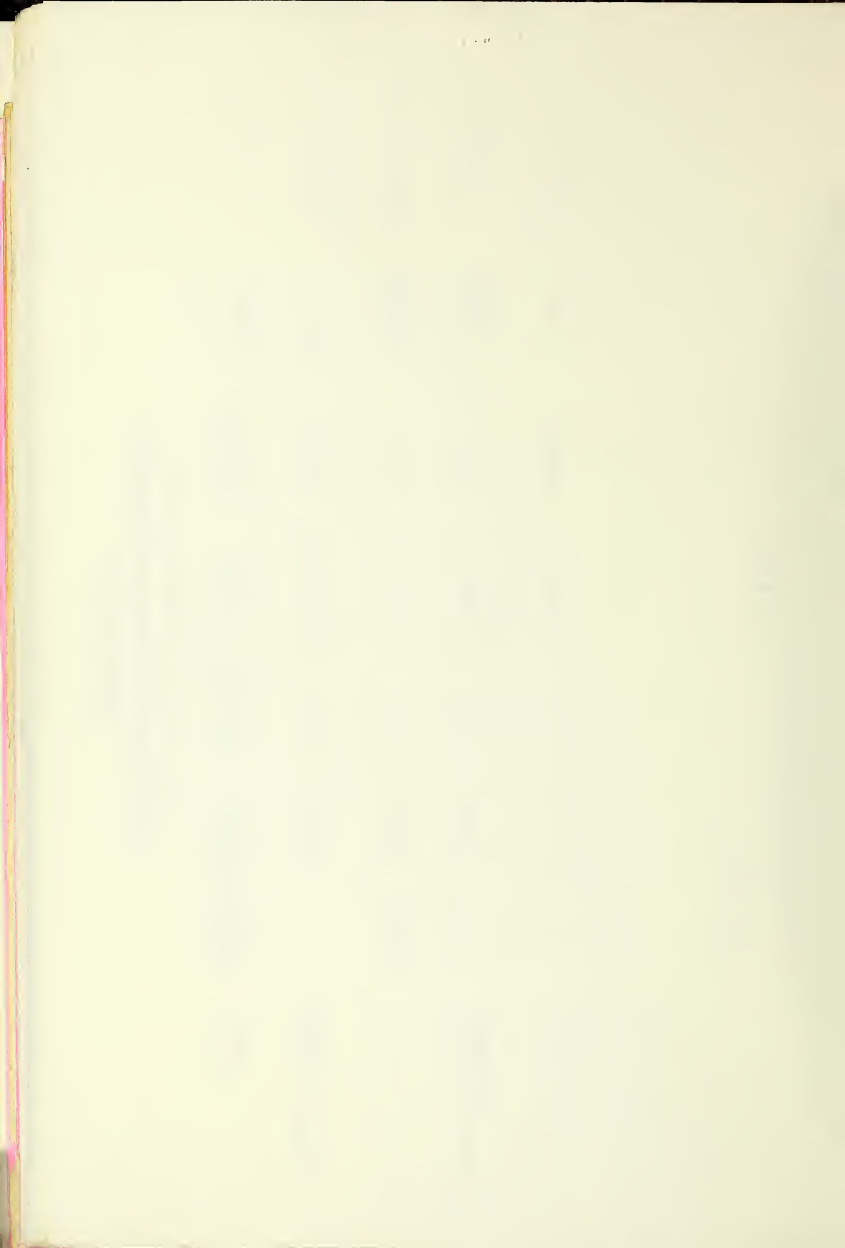
SAN FRANCISCO COMMUNITY COLLEGE DISTRICT LESSEE

(Leases Where Rental is \$300/Mo. or More)

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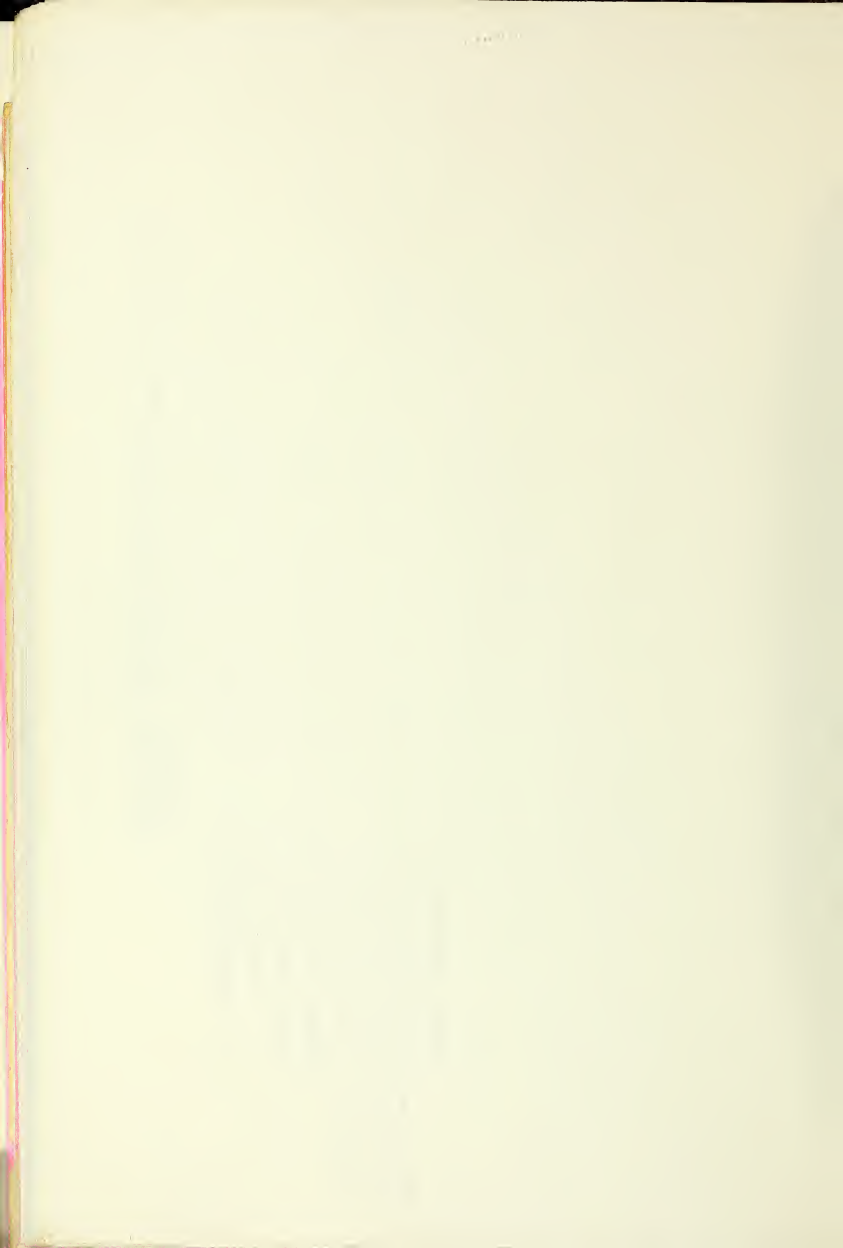
	PURPOSE	AREA LEASED SQ. FT.	BASIC NO. RENTAL	BASIC RENTAL SQ. FT. MO.	DATE LEASE EXPIRES	OPTIONS/ NOTICE	COMMENTS
1000 Mission Street - 2nd floor - 3rd floor - 4th floor - 5th floor - 6th floor - 7th floor - 8th floor - 9th floor - 10th floor - 11th floor - 12th floor - 13th floor - 14th floor - 15th floor - 16th floor - 17th floor - 18th floor - 19th floor - 20th floor - 21st floor - 22nd floor - 23rd floor - 24th floor - 25th floor - 26th floor - 27th floor - 28th floor - 29th floor - 30th floor - 31st floor - 32nd floor - 33rd floor - 34th floor - 35th floor - 36th floor - 37th floor - 38th floor - 39th floor - 40th floor - 41st floor - 42nd floor - 43rd floor - 44th floor - 45th floor - 46th floor - 47th floor - 48th floor - 49th floor - 50th floor - 51st floor - 52nd floor - 53rd floor - 54th floor - 55th floor - 56th floor - 57th floor - 58th floor - 59th floor - 60th floor - 61st floor - 62nd floor - 63rd floor - 64th floor - 65th floor - 66th floor - 67th floor - 68th floor - 69th floor - 70th floor - 71st floor - 72nd floor - 73rd floor - 74th floor - 75th floor - 76th floor - 77th floor - 78th floor - 79th floor - 80th floor - 81st floor - 82nd floor - 83rd floor - 84th floor - 85th floor - 86th floor - 87th floor - 88th floor - 89th floor - 90th floor - 91st floor - 92nd floor - 93rd floor - 94th floor - 95th floor - 96th floor - 97th floor - 98th floor - 99th floor - 100th floor	Auto Shop	50,000	\$ 6,860.00	\$.14 (2)	6-30-85	-	\$180,000 Alterations by CCD
1000 Mission Street - 2nd floor - 3rd floor - 4th floor - 5th floor - 6th floor - 7th floor - 8th floor - 9th floor - 10th floor - 11th floor - 12th floor - 13th floor - 14th floor - 15th floor - 16th floor - 17th floor - 18th floor - 19th floor - 20th floor - 21st floor - 22nd floor - 23rd floor - 24th floor - 25th floor - 26th floor - 27th floor - 28th floor - 29th floor - 30th floor - 31st floor - 32nd floor - 33rd floor - 34th floor - 35th floor - 36th floor - 37th floor - 38th floor - 39th floor - 40th floor - 41st floor - 42nd floor - 43rd floor - 44th floor - 45th floor - 46th floor - 47th floor - 48th floor - 49th floor - 50th floor - 51st floor - 52nd floor - 53rd floor - 54th floor - 55th floor - 56th floor - 57th floor - 58th floor - 59th floor - 60th floor - 61st floor - 62nd floor - 63rd floor - 64th floor - 65th floor - 66th floor - 67th floor - 68th floor - 69th floor - 70th floor - 71st floor - 72nd floor - 73rd floor - 74th floor - 75th floor - 76th floor - 77th floor - 78th floor - 79th floor - 80th floor - 81st floor - 82nd floor - 83rd floor - 84th floor - 85th floor - 86th floor - 87th floor - 88th floor - 89th floor - 90th floor - 91st floor - 92nd floor - 93rd floor - 94th floor - 95th floor - 96th floor - 97th floor - 98th floor - 99th floor - 100th floor	Mission Center	8,179	\$ 800.00	\$.10 (4)	6-30-78	3-1 YR 60 days	-
1000 Mission Street - 2nd floor - 3rd floor - 4th floor - 5th floor - 6th floor - 7th floor - 8th floor - 9th floor - 10th floor - 11th floor - 12th floor - 13th floor - 14th floor - 15th floor - 16th floor - 17th floor - 18th floor - 19th floor - 20th floor - 21st floor - 22nd floor - 23rd floor - 24th floor - 25th floor - 26th floor - 27th floor - 28th floor - 29th floor - 30th floor - 31st floor - 32nd floor - 33rd floor - 34th floor - 35th floor - 36th floor - 37th floor - 38th floor - 39th floor - 40th floor - 41st floor - 42nd floor - 43rd floor - 44th floor - 45th floor - 46th floor - 47th floor - 48th floor - 49th floor - 50th floor - 51st floor - 52nd floor - 53rd floor - 54th floor - 55th floor - 56th floor - 57th floor - 58th floor - 59th floor - 60th floor - 61st floor - 62nd floor - 63rd floor - 64th floor - 65th floor - 66th floor - 67th floor - 68th floor - 69th floor - 70th floor - 71st floor - 72nd floor - 73rd floor - 74th floor - 75th floor - 76th floor - 77th floor - 78th floor - 79th floor - 80th floor - 81st floor - 82nd floor - 83rd floor - 84th floor - 85th floor - 86th floor - 87th floor - 88th floor - 89th floor - 90th floor - 91st floor - 92nd floor - 93rd floor - 94th floor - 95th floor - 96th floor - 97th floor - 98th floor - 99th floor - 100th floor	Pacific Heights Center	2,610	\$ 200.00	\$.15 (1)	6-30-77	2-1 YR	Option rent subject to negotiation
1000 Mission Street - 2nd floor - 3rd floor - 4th floor - 5th floor - 6th floor - 7th floor - 8th floor - 9th floor - 10th floor - 11th floor - 12th floor - 13th floor - 14th floor - 15th floor - 16th floor - 17th floor - 18th floor - 19th floor - 20th floor - 21st floor - 22nd floor - 23rd floor - 24th floor - 25th floor - 26th floor - 27th floor - 28th floor - 29th floor - 30th floor - 31st floor - 32nd floor - 33rd floor - 34th floor - 35th floor - 36th floor - 37th floor - 38th floor - 39th floor - 40th floor - 41st floor - 42nd floor - 43rd floor - 44th floor - 45th floor - 46th floor - 47th floor - 48th floor - 49th floor - 50th floor - 51st floor - 52nd floor - 53rd floor - 54th floor - 55th floor - 56th floor - 57th floor - 58th floor - 59th floor - 60th floor - 61st floor - 62nd floor - 63rd floor - 64th floor - 65th floor - 66th floor - 67th floor - 68th floor - 69th floor - 70th floor - 71st floor - 72nd floor - 73rd floor - 74th floor - 75th floor - 76th floor - 77th floor - 78th floor - 79th floor - 80th floor - 81st floor - 82nd floor - 83rd floor - 84th floor - 85th floor - 86th floor - 87th floor - 88th floor - 89th floor - 90th floor - 91st floor - 92nd floor - 93rd floor - 94th floor - 95th floor - 96th floor - 97th floor - 98th floor - 99th floor - 100th floor	Various	109,901	\$ 4,165.00	\$.04	-	-	-

July 1, 1976



EXPLANATION OF RESPONSIBILITY FOR SERVICES NOTED UNDER: "BASIC RENTAL
SQ.Ft./MO."

- (1) Full Service
- (2) No Service
- (3) City Pays Utilities
- (4) City Pays Janitorial
- (5) City Pays Utilities and Scavenger
- (6) City Pays Janitorial and Scavenger
- (7) City Pays Electricity and Scavenger
- (8) City Pays Scavenger



SECTION VIII

PROJECTS IN PROCESS

A. Department of Public Works

1. Sale of Surplus Improved Properties, Block 6752,
Lots 45, 46, 48 and 48A
2. Vacation of Easement, Block 6772, Lot 43
3. Vacation and Exchange of Sewer Easements, Block 3033
4. Sale of Surplus Land, Block 6117, Lot 39 and Block 6118, Lot 11
5. Sale of Surplus Land, Block 5369, Lot 67
6. Acquisition of Lands for Southeast Water Pollution Control
Plant Expansion
7. Vacation of Louisa Alley and Portions of Clara and Shipley
Streets, Block 3751
8. Surplus Portions of Block 805, Lots 23A and 25
9. Surplus Lot 25, Block 208
10. Vacation of Ellis Street between Fillmore and Steiner Streets
11. Temporary Construction Easement, North Shore Outfalls
Consolidation Sewer, Longshoremen's Hall
12. Temporary Construction Easement, North Shore Outfalls
Consolidation Sewer, Kirkland Bus Yard and Port
13. North Point Transport Right of Way
14. Lease of City Property at Harney Way and Bayshore Freeway
15. Surplus Lot 27, Block 6964, Geneva and Delano

B. Parking Authority

1. Review Proposal on San Francisco Performing Arts Center Garage
2. Rental Survey and Value for Store Lease, 44 Ellis Street,
Ellis-O'Farrell Garage

C. Department of Public Health

1. Investigation of Poor Level of Maintenance at 417 Gough Street
2. Acquisition of 333 Turk Street for Senior Citizens' Center
3. Lease for Northeast Mental Health Center at 1524 Powell Street
4. Sublease, 121 Leavenworth St. for Northeast Mental Health Center
5. Lease, Portion of 2nd floor, R.K. Davis Medical Center for
Bureau of Alcoholism
6. Long Term Lease, 799 Pacific Avenue
7. Lease, 1-1/2 floors at 211 Sutter Street,
Administrative Offices, N.E.M.H.C.
8. Lease, 1580 Valencia Street, for Mission Mental Health,
Children's Out-Patient
9. Relocation of Mission Mental Health from 1235 - 22nd Street
10. Lease of Space at S.F. General Hospital to U.C. Dental School

D. Library Department

1. Jurisdictional Transfer of Block 354, Real Estate to Library

E. Recreation and Park Department

1. Deed Restrictions required by HUD on Mini Parks
2. Open Space and Park Renovation Program - Expansion of Mission Playground
3. Open Space and Park Renovation Program - Martha Hill Acquisition
4. Open Space and Park Renovation Program - Grandview Park Extension
5. Open Space and Park Renovation Program - Berkeley Way Lots
6. Open Space and Park Renovation Program - Kite Hill
7. Open Space and Park Renovation Program - Tank Hill
8. Open Space and Park Renovation Program - Billy Goat Hill
9. Open Space and Park Renovation Program - Larkin-O'Farrell
10. Open Space and Park Renovation Program - Churchill Alley

F. Community College District

1. Appraisal of proposed Mission Community College Site at Mission and Army Streets
2. Amendment of Lease with Cumberland Presbyterian Church at 865 Jackson Street and 1150 Powell Street

G. Port Commission

1. Appraisal for Sea Wall Lot 345

H. San Francisco Unified School District

1. Proposed Acquisition of Vacant Parcel at Joice Street and Possible Vacation of Joice Street
2. Appraisal of Portion of S.B. Cooper School Site
3. Relocation of Compensatory Education Program from Quarters at 840 Folsom Street
4. Expansion of Commodore Stockton Annex, Appraisal and Acquisition
5. Lease - South of Market/Greater Mission Compensatory Education Resource Development Center
6. Proposed Lease of Jedediah Smith School at 110 Southridge Road
7. Acquisition of Lot 2, Block 4715, for Hunters Point South School
8. Revocable Permit to Telephone Company for Pedestal at Emerson School
9. Sale or Lease of Hunters Point II School to Housing Authority

11014

